



**March 20, 2024 - 11:45 A.M.**  
 Hybrid Meeting – EpiCenter  
 13805 58<sup>th</sup> St. N.  
 Room 1-451 & 1-453  
 Clearwater, FL 33760

**Zoom**

\*Join via Zoom – Meeting ID: 338 034 9468

[Zoom Link](#)

\*Dial In via Phone – Meeting ID: 338 034 9468

Phone: +1 646-558-8656

**Board of Directors**  
 Agenda

**I. Welcome and Introductions** ..... Scott Thomas, Chair

**II. Public Comment**  
*Members of the public may raise their virtual hand during the Public Comment portion of the meeting. Members of the public who do so will be acknowledged by the Chair and provided up to three minutes to make public comment.*

**III. Roll Call**

**IV. Chair’s Report** ..... Page 1

**V. CEO Report**

**VI. General Counsel Update – Gray|Robinson**..... Page 3

**VII. Action/Discussion Items**

1. Approval of minutes - December 8, 2023 Special Board of Directors Meeting ..... Page 4

2. Approval of minutes - February 9, 2024 Special Board of Directors Meeting ..... Page 6

3. Approval of minutes - January 17, 2024 Board of Directors Meeting ..... Page 8

4. Approval of WorkNet Pinellas, Inc., v. Federal Insurance Company Settlement .... Page 20

[Ad Hoc CEO/Counsel Review Committee](#)

5. Approval of CEO Performance Review ..... Page 21

6. Approval of General Counsel Performance Review ..... Page 46

[Workforce Solutions Committee](#)

7. Approval of Related Party Contract – H&T Global Circuits & PERC..... Page 51

8. Approval of Unrestricted Cash..... Page 64

[Finance Committee](#)

9. Approval of Budget Modification III ..... Page 65

10. Approval of 2022 IRS Form 990 ..... Page 69

## VIII. Information Items

1. Consolidation Update .....	Page 109
2. State of the Region.....	Page 111
<i>One-Stop Committee</i>	
3. PY'2023 – 2024 One-Stop Committee Goals .....	Page 113
4. Performance Indicators .....	Page 115
5. Letter Grades .....	Page 116
6. One-Stop Operator Report .....	Page 118
7. Key Performance Report.....	Page 122
8. Marketing Report.....	Page 131
<i>Workforce Solutions Committee</i>	
9. PY'2023 – 2024 Workforce Solutions Committee Goals .....	Page 137
10. Overview of the CareerSource Pinellas Region .....	Page 140
11. Training Provider Spending through 12.31.2023 .....	Page 142
12. PY'2023 – 2024 Q2 Provider Performance .....	Page 143
13. Work-based Learning Spending through 12.31.2023 .....	Page 145
14. Key Performance Reports .....	Page 146
<i>Finance Committee</i>	
15. December 31, 2023 Financial Statements .....	Page 149
a. Statement of Activities: Current Year vs. Prior Year.....	Page 150
b. Statement of Activities: Current Year vs. Budget .....	Page 153
c. Cost Allocation/Expenditure Report for PE 12/31/2023.....	Page 156
d. Pooled Cost Report 12/31/2023 .....	Page 157
e. Grant Status Report 12/31/2023 .....	Page 158
<i>Board Administration</i>	
16. Education & Industry Consortium Update .....	Page 159
17. Board Member Orientation .....	Page 194
18. Financial Disclosures .....	Page 196

## IX. Open Discussion

## X. Adjournment

**Audit Committee – April 24, 2024 (11:00 am – 12:00 pm)**  
**Compensation Committee – April 4, 2024 (11:00 am – 12:00 pm)**  
**Finance Committee – April 24, 2024 (10:00 am - 11:00 am)**  
**Workforce Solutions Committee – April 18, 2024 (2:30 pm - 3:30 pm)**  
**One-Stop Committee – April 11, 2024 (9:00 am - 10:00 am)**  
**Next Board of Directors Meeting – May 22, 2024 (11:45am – 1pm)**

*\*All parties are advised that if you decide to appeal any decision made by the Board with respect to any matter considered at the meeting or hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

*\*If you have a disability and need an accommodation in order to participate in this meeting, please contact the Executive Assistant at 727-608-2551 or [admin@careersourcepinellas.com](mailto:admin@careersourcepinellas.com) at least two business days in advance of the meeting.*

MARCH 2024

# CHAIRMAN'S REPORT



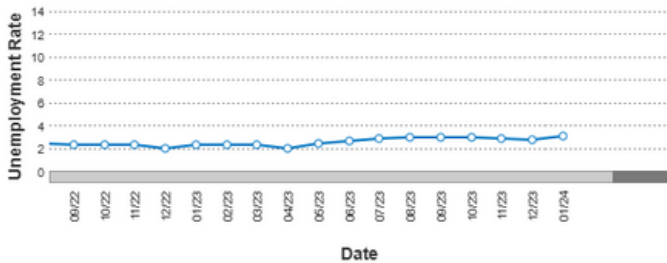
Updates for the Board of CareerSource Pinellas



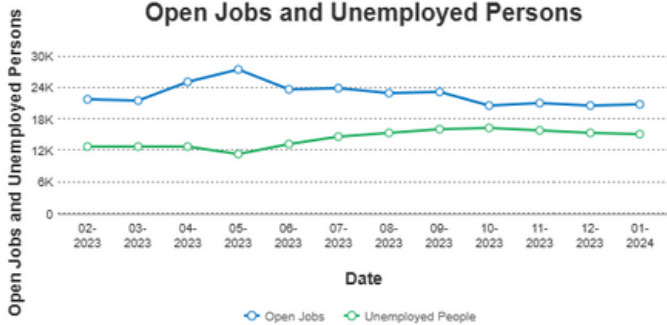
## Florida Unemployment: At A Glance

The Pinellas County unemployment rate is 3.1%, which is the same as the state unemployment rate of 3.1% and 0.6% lower than the national unemployment rate of 3.7%. In January, there were 16,469 unemployed residents of Pinellas County. There are 80 unemployed people per 100 jobs.

Unemployment Rate  
Pinellas County



Open Jobs and Unemployed Persons



## Hiring Events By the Numbers

- Career Fairs **8**
- Recruiting Events **13**
- Employers Served **1,008**
- Job Seekers **5,648**



## CareerSource Pinellas Success Story



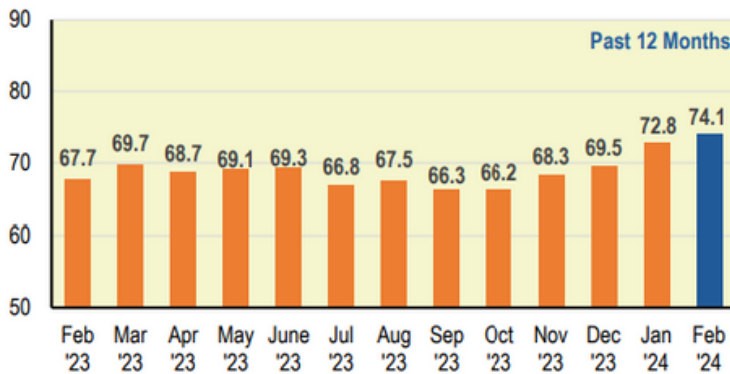
Melissa Green's journey from recovery to employment is a testament to resilience & commitment. Having faced numerous barriers to employment, including substance abuse, a lack of stable housing & limited access to resources, Melissa found herself caught in a cycle of adversity. However, her life took a positive turn when she met with Sean Thornton, CSPIN Business Services Supervisor and later joined our PWE program on December 2022.

Through dedicated effort & guidance of program mentors, Melissa gained practical experience & developed a newfound sense of confidence. The Paid Work Experience (PWE) equipped her with technical skills and also fostered personal growth, allowing her to overcome the hurdles that had once hindered her professional advancement. After her PWE assignment ended, Melissa secured employment with the Red Tent Women's initiative, paving the way for a brighter future.

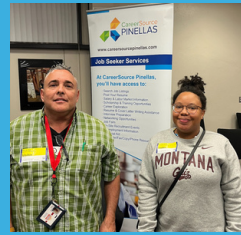
## Florida Consumer Sentiment Index

Consumer sentiment in Florida increased to 74.1, gaining 1.3 points from January while national consumer sentiment came in at 79.6. Among the five components that make up the index, four increased and one decreased. “The last consumer sentiment increased for five consecutive months was before the pandemic, in early 2019. During that period, inflation was under control, interest rates were less than half of today’s rates, and consumer sentiment stood strong at over 100 points, albeit with a slightly higher state unemployment rate than the current one,” said Hector H. Sandoval, director of the Economic Analysis Program at UF’s Bureau of Economic and Business Research.

Florida Consumer Sentiment Index



## Expungement Expo & Legal Expo



On Tuesday, February 20th, CareerSource Pinellas in partnership with Pinellas Urban League (PUL) and People Empowering and Restoring Communities (PERC) hosted an Expungement Expo and Legal Workshop. During this unique event, individuals were provided access to multiple attorneys via an Open Forum and then were afforded an opportunity for individual consultations during the event to learn about the laws governing expungement and to gain clarity concerning their case. Attendance for the event exceeded 100+ individuals seeking information and a way forward.



## Partner Highlight: St Pete Youth Farm



CareerSource Pinellas’ partnership with the St. Pete Youth Farm has cultivated success, equipping participants with valuable employability skills while contributing to the mission of the organization to provide fresh fruits, vegetables, and more to the community. Through Paid Work Experience (PWE), youth have demonstrated strong work ethic and dedication, while excelling in maintaining the farm's health and beauty.

The youth were tasked with working on six city-owned lots funded by the South St. Petersburg Community Redevelopment Area (CRA) program. Key responsibilities included plant care, compost management, youth volunteer oversight, and greenhouse upkeep. Through these tasks, participants gained practical experience in horticulture, leadership, and problem-solving.

Since the partnership began, two youth have completed their Paid Work Experience. The St. Pete Youth Farm, founded in 2019, is approaching its fifth anniversary this June. Carla Bristol, Director of St. Pete Youth Farm, believes the best is yet to come and she is very excited to continue working with CareerSource Pinellas in supporting youth throughout Pinellas.



## MEMORANDUM

**TO:** CareerSource Pinellas Board of Directors  
**FROM:** Stephanie Marchman, CareerSource Pinellas General Counsel  
**DATE:** March 12, 2024  
**SUBJECT:** Legal Services Summary and Litigation Report

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The following is a summary of legal services provided to CareerSource Pinellas since the General Counsel issued her last Legal Services Summary and Litigation Report to the Board of Directors at its meeting on January 17, 2024:

- Attended Board of Directors meeting (both general and special shade meetings).
- Attended Consortium and Staff Consolidation meetings to provide legal advice regarding merger of CareerSource Pinellas and CareerSource Tampa Bay; conducted due diligence for purposes of the merger; reviewed lease agreements of both entities; prepared bylaws for merged entity; reviewed potential healthcare plans for employees; finalized articles of incorporation; and reviewed old and new contracts based on termination and renewal provisions, and relevant terms of each agreement for purposes of merger.
- Reviewed Board of Directors, One-Stop Committee, Workforce Solutions, Ad Hoc/CEO Counsel Review, and Finance & Audit Committee Meeting Agenda Packets as to form and legality.
- Provided legal counsel on employee discipline and FLSA issues.
- Provided legal counsel on responses to public information requests.

Pending litigation report:

*Worknet Pinellas, Inc., Tampa Bay Workforce Alliance, Inc., v. Federal Insurance Company, Westchester Fire Insurance Company*, currently pending in the United States District Court, Middle District of Florida, Case Number 8:23-cv-00602-SDM-TGW. Settlement terms are before the Board of Directors consideration and approval.



## **ACTION ITEM 1**

### **Approval of Minutes**

In accordance with Article VII, Section 1(H), of the approved WorkNet Pinellas By-Laws: Minutes shall be kept of all Board and Committee meetings. Minutes shall be reviewed and approved at the next CareerSource Pinellas Board or Committee meeting as appropriate.

The official minutes of meetings of the Board and Committees of the Board are public record and shall be open to inspection by the public. They shall be kept on file by the Board Secretary at the administrative office of CareerSource Pinellas as the record of the official actions of the Board of Directors.

The draft minutes from the December 8, 2023, Special Board of Directors meeting have been prepared and are enclosed.

*\*A full transcript of the meeting has been filed with the administrator for CareerSource Pinellas and will be part of the minutes once the litigation concludes.*

#### **RECOMMENDATION**

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

**CareerSource Pinellas  
Special Board of Directors Meeting Minutes**

**Date:** Friday, December 8, 2023, at 9:00 am.

**Location:** Zoom

**Call to Order**

Chair Scott Thomas called the meeting to order at 9:00 a.m. There was a quorum present with the following board members in attendance.

**Board Members in Attendance – (All attended via Zoom)**

Ivonne Alvarez, Belinthia Berry, Bart Diebold, David Fetkenher, Commissioner René Flowers, Benjamin Friedman, Jack Geller, Barclay Harless, John Howell, Mark Hunt, Michael Jalazo, Kevin Knutson, Nikki Lezama, Esther Matthews, Shawn McDonnell, Larry Morgan, Dr. Rebecca Sarlo, Pattye Sawyer, Elizabeth Siplin, Scott Thomas, Russell Williams

**Board Members Not in Attendance**

Senator Nick DiCeglie, Candida Duff, Celeste Fernandez, Zac Holland, Dawn Peters, Jeremy Robinson, Zachary White, Kenneth Williams, Glenn Willocks

**Board Counsel**

Stephanie Marchman (Zoom)

**Staff in Attendance (All attended via Zoom)**

Steven Meier, Leah Geis

**Guests in Attendance (All attended via Zoom)**

Rob McNeely – Messer Caparello, P.A.  
James Dean – Messer Caparello, P.A.  
Robbin Sandlin – Lexitas Court Reporter

**Public Comments**

There were no public comments.

**ACTION Item 1**

General Counsel's request for Closed Attorney/Client Meeting to obtain advice regarding: *Worknet Pinellas, Inc., Tampa Bay Workforce Alliance, Inc., v. Federal Insurance Company, Westchester Fire Insurance Company*, currently pending in the United States District Court, Middle District of Florida, Case Number 8:23-cv-00602-SDM-TGW.

**Other Administrative Matters** – There were no other administrative matters.

**Adjournment** – Chair Scott Thomas opened the floor to adjournment. Jack Geller made a motion to adjourn. David Fetkenher seconded the motion. Scott Thomas adjourned the meeting at 12:53pm.

*\*A full transcript of the meeting has been filed with the administrator for CareerSource Pinellas and will be part of the minutes once the litigation concludes.*



## **ACTION ITEM 2**

### **Approval of Minutes**

In accordance with Article VII, Section 1(H), of the approved WorkNet Pinellas By-Laws: Minutes shall be kept of all Board and Committee meetings. Minutes shall be reviewed and approved at the next CareerSource Pinellas Board or Committee meeting as appropriate.

The official minutes of meetings of the Board and Committees of the Board are public record and shall be open to inspection by the public. They shall be kept on file by the Board Secretary at the administrative office of CareerSource Pinellas as the record of the official actions of the Board of Directors.

The draft minutes from the February 9, 2024, Special Board of Directors meeting have been prepared and are enclosed.

*\*A full transcript of the meeting has been filed with the administrator for CareerSource Pinellas and will be part of the minutes once the litigation concludes.*

#### **RECOMMENDATION**

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



**CareerSource Pinellas  
Special Board of Directors Meeting Minutes**

**Date:** Friday, February 9, 2024, at 9:00 am.

**Location:** Zoom

**Call to Order**

Chair Scott Thomas called the meeting to order at 9:02 a.m. There was a quorum present with the following board members in attendance.

**Board Members in Attendance – (All attended via Zoom)**

Scott Thomas, Barclay Harless, Esther Matthews, Bart Diebold, Jack Geller, Pattye Sawyer, Dr. Rebecca Sarlo, Elizabeth Siplin, John Howell, Mark Hunt, Kenneth Williams, David Fetkenher, Zachary White, Michael Jalazo, Larry Morgan, Shawn McDonnell, Ivonne Alvarez, Russell Williams, Jeremy Robinson

**Board Members Not in Attendance**

Belinthia Berry, Kevin Knutson, Zac Holland, Glenn Willocks, Dawn Peters, Commissioner René Flowers, Candida Duff, Celeste Fernandez, Senator Nick DiCeglie, Nikki Lezama, Benjamin Friedman

**Board Counsel**

Stephanie Marchman (Zoom)

**Staff in Attendance (All attended via Zoom)**

Steven Meier, Leah Geis

**Guests in Attendance (All attended via Zoom)**

Rob McNeely – Messer Caparello, P.A.

Ryan Bader-Wilson – Court Reporter

**Public Comments**

There were no public comments.

**ACTION Item 1**

General Counsel's request for Closed Attorney/Client Meeting to obtain advice regarding: *Worknet Pinellas, Inc., Tampa Bay Workforce Alliance, Inc., v. Federal Insurance Company, Westchester Fire Insurance Company*, currently pending in the United States District Court, Middle District of Florida, Case Number 8:23-cv-00602-SDM-TGW.

**Other Administrative Matters** – There were no other administrative matters.

**Adjournment** – Chair Scott Thomas opened the floor to adjournment. Larry Morgan made a motion to adjourn. David Fetkenher seconded the motion. Scott Thomas adjourned the meeting at 9:36am.

*\*A full transcript of the meeting has been filed with the administrator for CareerSource Pinellas and will be part of the minutes once the litigation concludes.*



## **ACTION ITEM 3**

### **Approval of Minutes**

In accordance with Article VII, Section 1(H), of the approved WorkNet Pinellas By-Laws: Minutes shall be kept of all Board and Committee meetings. Minutes shall be reviewed and approved at the next CareerSource Pinellas Board or Committee meeting as appropriate.

The official minutes of meetings of the Board and Committees of the Board are public record and shall be open to inspection by the public. They shall be kept on file by the Board Secretary at the administrative office of CareerSource Pinellas as the record of the official actions of the Board of Directors.

The draft minutes from the January 17, 2024, Board of Directors meeting have been prepared and are enclosed.

#### **RECOMMENDATION**

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

**CareerSource Pinellas  
Board of Directors Minutes**

**Date:** Wednesday, January 17, 2024, at 11:45 am.

**Location:** Hybrid meeting – Zoom/EpiCenter, 13805 58<sup>th</sup> St. N., Rooms 1 - 451 & 1 - 453, Clearwater, FL 33760

**Call to Order**

Chair-elect, Elizabeth Siplin, who chaired the meeting in Chair Scott Thomas' place, called the meeting to order at 11:45 a.m. There was a quorum present with the following board members in attendance.

**Board Members in Attendance**

Barclay Harless (In person), Esther Matthews (Zoom), Bart Diebold (In person), Patricia Sawyer (Zoom), Kevin Knutson (In person), Dr. Rebecca Sarlo (In person), Elizabeth Siplin (In person), John Howell (In person), Mark Hunt (Zoom), Glenn Willocks (Zoom), Kenneth Williams (Zoom), David Fetkenher (Zoom), Dawn Peters (Zoom), Zachary White (Zoom), Michael Jalazo (Zoom), Commissioner René Flowers (Zoom), Celeste Fernandez (Zoom), Russell Williams (Zoom), Jeremy Robinson (In person)

**Board Members Not in Attendance**

Scott Thomas, Belinthia Berry, Jack Geller, Zac Holland, Larry Morgan, Shawn McDonnell, Candida Duff, Ivonne Alvarez, Senator Nick DiCeglie, Nikisha Lezama, Ben Friedman

**Board Counsel**

Stephanie Marchman (Zoom)  
Scott Cole (Zoom)

**Staff in Attendance (all attended in person)**

Steven Meier, Leah Geis, Michelle Moeller, Jay Burkey, Jason Druding, David Zirilli, Lysandra Montijo (Zoom), Raymond Westergard

**Guests in Attendance**

Danielle Weitlauf – Tucker Hall (In person)  
Jacqueline Skyard – SPC (In person)  
April Torregiante – CSTB (Zoom)  
Austin T. (Zoom)

**Public Comments**

There were no public comments.

**CEO Report**

Steve Meier gave a report of activities since the last Board meeting.

**General Counsel Update – Gray|Robinson**

Stephanie Marchman, legal counsel from Gray|Robinson, gave a General Counsel update. Scott Cole touched on the impending merger between CSPIN and CSTB. Their legal memo was included in the packet for review.

**ACTION Item 1 – Approval of the Minutes**

The minutes of the November 15, 2023, Board of Directors meeting were presented for approval.

**RECOMMENDATION**

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

**Discussion:** None

Motion:	David Fetkenher
Second:	Dr. Rebecca Sarlo

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

**ACTION Item 2 – Merger Letter of Intent**

In 2021, the Florida Legislature passed, and the Governor signed into law, the Reimagining Education and Career Help Act (Reach Act). CareerSource Florida thereafter implemented the Florida Workforce System Transformation, which, among other initiatives, directed that CareerSource Tampa Bay and CareerSource Pinellas be combined into a single entity.

Effective November 2023, the Hillsborough County Board of County Commissioners and Pinellas County Board of County Commissioner, acting in their capacities as Chief Elected Official for their respective counties, entered into an Interlocal Agreement to create a new Consortium to oversee the combined entity, provide for governance and oversight of such entity, and act as Local Grant Recipient for WIOA funds. CareerSource Tampa Bay and CareerSource Pinellas propose to enter into a non-binding LOI to outline the process for accomplishing the merger and identify the responsibilities of each party in furtherance of that goal. The Consortium has requested Gray, Robinson, P.A., legal counsel for CareerSource Pinellas, to perform due diligence services and develop a mutually agreeable Plan of Merger and Articles of Merger for the new entity.

*\*The Letter of Intent for the abovementioned services was included in the packet for review.*

**RECOMMENDATION**

Approval of Gray Robinson, P.A. Letter of Intent to perform Due Diligence and develop a mutually agreeable Plan of Merger and Articles of Merger for the new consolidated entity.

**Discussion:** None

Motion:	Kevin Knutson
Second:	Barclay Harless

*The Board of Directors made a motion for approval of Gray Robinson, P.A. Letter of Intent to perform Due Diligence and develop a mutually agreeable Plan of Merger and Articles of Merger for the new consolidated entity. The motion carried unanimously.*

**ACTION Item 3 – Budget Modification II**

**REVENUE**

Total budgeted revenues estimated to decrease from \$9,496,655 to \$9,302,102 for an overall decrease of \$194,553; or 2%.

**EXPENSES**

Total budgeted expenses estimated to decrease from \$9,426,205 to \$9,231,652 for an overall decrease of \$194,553.

**RECOMMENDATION**

Approval of adjustments to the revenue budgets and resultant modifications to the expenditures budgets.

**Discussion:** None

Motion:	David Fetkenher
Second:	Commissioner René Flowers

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



**ACTION Item 4 – Related Party Contracts – PERC & Evara Health**

FL Statute Section 445.007 mandates that all Local Workforce Development Boards (LWDBs) entering into a contract with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3<sup>rd</sup>) vote of the Board when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Such contracts must be submitted to the Florida Department of Commerce and CareerSource Florida for review.

CareerSource Pinellas is entering into two paid work experience (PWE) agreements with board members employed by the training sites of Pinellas Ex-offender Reentry Coalition dba: People Empowering and Restoring Communities (PERC) and Evara Health. The agreement with PERC shall not exceed \$75K, and the agreement with Evara Health shall not exceed \$100K.

PWE provides participants an opportunity to engage in work experiences where they develop employability skills, acquire job-specific knowledge, and gain work experience in an area that helps prepare them for self-sufficient employment.

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

**RECOMMENDATION**

- A. Approval of a related party contract involving PERC. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$75,000 (approximately 15 enrollments).
- B. Approval of a related party contract involving Evara Health. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$100,000 (approximately 20 enrollments).

**Discussion:** None

Motion:	Commissioner René Flowers
Second:	Mark Hunt
Abstentions:	Michael Jalazo & Esther Matthews

Motion:	Commissioner René Flowers
Second:	Mark Hunt
Abstentions:	Dr. Rebecca Sarlo

*The Board of Directors made a motion for approval to :*

*C. Approval of a related party contract involving PERC. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$75,000 (approximately 15 enrollments).*

*D. Approval of a related party contract involving Evara Health. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$75,000 (approximately 20 enrollments).*

*The motion carried unanimously.*

**ACTION Item 5 – Employed Worker Training for Apprenticeships**

To support the statewide Registered Apprenticeship initiative and to determine employed workers WIOA eligibility CareerSource Pinellas must utilize the local self-sufficient wage, as defined in the Local Workforce Plan two-year modification effective through December 31, 2024.

The policy is strictly for enrollment into Registered Apprenticeships.

Local Self-Sufficient Definition:

Self-sufficiency for adults is defined as a wage that is at or above 250% of the Lower Living Standard Income Level (LLSIL). The self-sufficiency wage is based on full-time employment, which is an individual working 40 hours per week, 52 weeks/year and/or the equivalent annualized salary or earnings. If the self-sufficiency wage level is above 250% of the LLSIL and above the average wage in this region (\$29. 63 per hour), CareerSource Pinellas will include justification in the individual’s file that demonstrates the requirement to provide for the individual and his/her household.

Self-sufficiency for Dislocated Workers is defined as having employment, to include 1099 consulting, self-employed, and employed individuals, with a wage or annualized salary or earnings that is at least 80 percent of the Dislocated Worker’s pre-layoff wage or annualized salary or earnings but in no event less than the employed adult self-sufficiency wage. This definition of self-sufficiency does not apply when serving an individual who will lose their job without training that is considered integral to job retention and the employer’s talent pool.

Reference: CareerSource Pinellas Local Workforce Plan two-year modification, January 1, 2023 – December 31, 2024.

*\*A chart showing the lower living standard income level from 2023 was included in the packet for review.*

**RECOMMENDATION**

Approval of the Employed Worker Training for Apprenticeships Policy.

**Discussion:** None

Motion:	Dr. Rebecca Sarlo
Second:	Patricia Sawyer

*The Board of Directors made a motion for approval of the Employed Worker Training for Apprenticeships Policy. The motion carried unanimously.*

**INFORMATION ITEM 1 – REACH Act Update**

Steven Meier gave an update on the transition plan/status for the REACH Act realignment with CareerSource Tampa Bay.

**INFORMATION ITEM 2 – Link Tech Computer Services Renewal**

At the November 17, 2021, Board of Directors meeting, the Board approved the awarding of a contract for the provision of IT Services to Link Tech Computer Services, LLC, (Link Tech) for a one-year term commencing January 1, 2022, with up to three one-year renewals with 5% maximum annual cost-of-living adjustments. Link Tech has satisfactorily met the requirements of the contact and accordingly, the second renewal was signed for the period January 1, 2024, through December 31, 2024. The contract amount for 2024 is \$20,671.88 per month; or \$248,062.50 annually.

The contract contains a termination for default/convenience paragraph that allows for the agreement to be terminated as follows:

- a) Either party may terminate this Agreement without cause upon 30 days prior written notice to the other party.
- b) CareerSource Pinellas may unilaterally terminate or modify this agreement, if for any reason either the U.S. Department of Labor or the State of Florida reduces funding through the grants under which this modified agreement is funded.
- c) CareerSource Pinellas may immediately and unilaterally terminate this modified agreement at any time that it is determined that:

- i. Vendor fails to provide any of the services it has contracted to provide; or
- ii. Vendor fails to comply with the provisions of this modified agreement; or
- iii. Such termination is in the best interest of CareerSource.

With the pending consolidation of CareerSource Pinellas with CareerSource Tampa Bay, it is prudent to ensure that all contracts entered into or renewed can be terminated for convenience without penalty if vendor's services are deemed to be no longer needed by the new entity.

**INFORMATION ITEM 3 – The Cost of Open Jobs**

A report on the cost of open jobs was included in the packet for review.

**INFORMATION ITEM 4 – 2023 Talent Attraction Scorecard**

A report was included in the packet for review.

**INFORMATION ITEM 5 – October 31, 2023 Financial Statements**

Financial statements were included in the packet for review.

**INFORMATION ITEM 6 – Board Member Orientation**

The Board member orientation info was included in the packet as a reminder for those board members who had not yet completed their orientation.

**INFORMATION ITEM 7 – Financial Disclosures**

Info for completing annual financial disclosures was included in the board packet as a reminder for board members.

**Other Administrative Matters** – There were no other administrative matters.

**Adjournment** – Chair-elect, Elizabeth Siplin, opened the floor to adjournment. Barclay Harless made a motion to adjourn. Elizabeth Siplin adjourned the meeting at 12:53pm.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Jalazo - Michael	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Pinellas Workforce Development Board
MAILING ADDRESS 12810 US Hwy 19 N # 1	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Clearwater	COUNTY Pinellas
DATE ON WHICH VOTE OCCURRED January 17, 2024	NAME OF POLITICAL SUBDIVISION: Pinellas
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



**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, Michael Jalazo, hereby disclose that on January 17, 2024,

20 \_\_\_\_ : (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, \_\_\_\_\_ ;

X inured to the special gain or loss of Pinellas Ex Offender Reentry Coalition (PERC), 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:

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.

12/01/2023

Date Filed



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.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>Matthews – Esther</b>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CareerSource Pinellas Workforce Development Board</b>
MAILING ADDRESS <b>1601 16<sup>th</sup> Street South</b>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY <b>St. Petersburg</b>	COUNTY <b>Pinellas</b>
DATE ON WHICH VOTE OCCURRED <b>January 17, 2024</b>	NAME OF POLITICAL SUBDIVISION: <b>Pinellas</b>
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

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For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

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**APPOINTED OFFICERS (continued)**

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- 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, Esther Matthews, hereby disclose that on January 17, 2024,

20 \_\_\_\_: (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, \_\_\_\_\_;

X inured to the special gain or loss of Pinellas Ex Offender Reentry Coalition (PERC), 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.

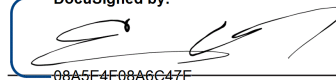
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

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.

1/22/2024

Date Filed

DocuSigned by:



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Signature

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**APPOINTED OFFICERS (continued)**

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**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Rebecca Sarlo, hereby disclose that on January 17, 2024,

20 \_\_\_\_ : (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 Evara Health, 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:

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.

12/6/2023

Date Filed

DocuSigned by:  
  
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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.



## **ACTION ITEM 4**

### **WorkNet Pinellas, Inc., v. Federal Insurance Company Settlement Approval**

Without admission of liability, Federal Insurance Company is offering \$402,190 to WorkNet Pinellas, Inc., dba CareerSource Pinellas, in exchange for a full release of all claims (including without limitation any extracontractual claims), dismissal of the coverage suit with prejudice, and our mutual agreement to a settlement agreement/release. The amount of the offer to CareerSource Pinellas is precisely the same percentage of policy limits as the settlement with Hillsborough County Board of County Commissioners that was accepted at its public meeting on March 6, 2024.

On March 4, 2024, an Endorsed Order was filed whereby the Court granted the Joint Motion to abate the pending litigation deadlines in light of imminent settlement. Within seven (7) days of approval of the settlement by the CareerSource Board of Directors, counsel will file notice of the Board's approval of the settlement amount. Thereafter, the proposed settlement agreement will be prepared for signature.

#### **RECOMMENDATION**

Approval of the settlement and authorization for the Board Chair to execute the settlement agreement on behalf of CareerSource Pinellas.



## **ACTION ITEM 5**

### **CEO Performance Review**

On February 11, 2022, the Board of Directors appointed Steven Meier as the Interim CEO of CareerSource Pinellas. Subsequently, on May 17, 2023, Steven Meier was appointed permanent CEO. On March 15, 2023, the Board of Directors approved the CEO performance review, which provided the annual goals, initiatives, actions to be taken, and metrics for 2023.

As outlined in the By-Laws, the Ad Hoc CEO/Legal Committee will conduct the annual review of performance and compensation for the CEO. The review addresses the approved CEO Performance Goals, including Financial Management, Legal Compliance, Strategic Planning, Governance, Accountability and Transparency, Workforce Development Performance, Key Relationships and Partnerships, and Organizational Leadership.

**Performance Review:** The members of the Ad Hoc CEO/Counsel Committee submitted their ratings and comments of the CEO's performance review. Mr. Meier also included his response to the feedback. The consolidated document is enclosed for your review.

Grade Level	Job Title Family	Low	Middle	High
221	CEO	\$148,830	\$193,479	\$238,128

Paragraph 11 of the DEO funding agreement provides in part: "Funds provided by DEO may not be used to fund salary, bonus, or incentive of any employee in excess of Federal Executive Level II, regardless of funding source." The Office of Personnel Management released new salary levels for the Executive Pay Scale and effective January 1, 2024, the salary limitation for Executive Level II is \$221,900; up from \$212,100 in 2023. The current CEO's salary is \$175,000; effective January 1, 2023.

### **RECOMMENDATION**

Approval of the CEO Performance Review for Mr. Steven Meier for the period January 1, 2023 – December 31, 2023, and a recommended salary increase of 5%, retroactive to January 1, 2024.<sup>21</sup>



**CEO Performance Goals  
Board of Directors Assessment  
2023**

<b>Date Completed:</b>	
<b>Evaluation Period:</b>	<b>January 1, 2023 – December 31, 2023</b>

## SECTION 1: Achievement of Goals

**January 1, 2023 – December 31, 2023**

Descriptions of Goals	Initiatives/*Metrics	Achievements of Goals	Exceeded Expectations	Met Expectations	Needs Improvement
<p><b>Financial Management:</b> Assure adequate control and accounting of all funds, including developing sound financial practices, to ensure that overall financial performance remains within Board approved budgetary parameters and within minimum and maximum limitations established in applicable laws and regulations.</p>	<p><b><u>Initiative:</u> Create greater transparency and accuracy in financial reporting to ensure the planning budget goals are met.</b></p> <ul style="list-style-type: none"> <li>* Provide financial reports to the Board, including cost allocation, grant budget/expenditures and training provider reports.</li> <li>* Continue to review, update and improve usage of the financial management system i.e. Abila and Microix.</li> <li>* Review current contracts to identify cost savings and to ensure statement of work aligns with activities.</li> <li>* Provide detailed reports to better track and manage program budget vs expenditures by grant/program.</li> <li>* Effectively manage grant funds.</li> </ul>	<p>Provided leadership for the allocation of \$9.8 million (up 30% from prior year) in revenue, \$4.8 million of personnel costs, and \$1.8 million (up 42% from prior year) of training costs delivering monthly detailed reports to track and manage budget vs expenditures by grant, in turn creating greater transparency. In addition, provided Finance Committee and Board of Directors with detailed financial packets that included a review of budget-to-actual and year-over-year analysis.</p> <p>Transitioned finance responsibilities to focus on CEO responsibilities and ensured overall financial performance complies with Board approved parameters. Promoted David Zirilli from Director of Finance to CFO.</p> <p>Received final approval of Indirect Cost Rate (17.23%) for 2021-2022 and provisional Indirect Cost Rate (16.98%) for 2022-2023 from U.S. Department of Labor. The organization submitted documentation to Florida Commerce for final 2022-2023 Indirect Cost Rate in December 2023.</p> <p>Prepared 2023-2024 Planning Budget of \$10.261 Million; obtained approval from LWDB</p>	<p><b>ST, KK</b></p>		

		<p>Board of Directors in May 2023 and Pinellas County BOCC in June 2023.</p> <p>Participated, as trustee of the plan, on quarterly 401K investment meetings with investment broker and John Hancock.</p> <p>David Zirilli and I participated in one in-person Finance Officers Group (FOG) Meeting where all the LWDB finance chiefs in the State shared ideas and best practices.</p>			
<p><b>Legal Compliance:</b> Manage public records requests and legal issues in a timely manner.</p>	<p><b>Initiative: Respond to monitoring reviews and audits to ensure activities identified from past practices are addressed.</b></p> <ul style="list-style-type: none"> <li>* Provide DOL with an outline of changes initiated during the transition as requested.</li> <li>* Implement changes recommended through technical assistance provided by DOL, DEO, CSF and others.</li> <li>* Coordinate with outside legal counsel, insurance coverage suit to recover funds as a result of DOL compliance review.</li> </ul>	<p>Currently working along with outside counsel, coordinating legal representation in suit against insurance carrier to determine whether any of the disallowed costs associated with the DOL compliance review can be recovered through insurance. The organization has \$1 million coverage. Mediation was scheduled for early January 2024; progress made but no settlement. Provided all requested documents for discovery on a timely basis.</p> <p>Supported Florida Commerce (former DEO) as they conducted the Programmatic and Financial Monitoring (May 2023) for the period January 1, 2022 – May 31, 2023, to ensure program activities and processes align with local, state, and federal guidance. As of February 2024, the final report has not yet been issued. Once issued, the report will be used to incorporate changes within the agency and programs to identify areas of change and improvement.</p>	<p><b>ST, KK</b></p>		



		<p>Taylor Hall Miller Parker, PA conducted independent semi-annual internal monitoring activities, including administration, finance, customer-related expenditures, programs, work-based learning, subrecipient monitoring and one-stop operator.</p>			
<p><b>Strategic Planning:</b> Implement the Strategic Plan</p>	<p><b>Initiative: Implement the strategic plan:</b></p> <ul style="list-style-type: none"> <li>• Leading the implementation of a strategic plan that focuses on the review of the organization’s vision, goals, sector strategies, locations, and training programs.</li> <li>• Lead the implementation of the comprehensive four-year strategic plan submitted to DEO on 6/30/2020.</li> <li>• Lead implementation of the WIOA 2-year plan update submitted and approved by CareerSource Florida in the third quarter of 2022.</li> </ul>	<p><b>Goal 1: Develop Robust Partnerships with Employers.</b> 2023 was a year where we continued to re-engage partnerships with employers. Specifically:</p> <ul style="list-style-type: none"> <li>• We entered into work-based learning opportunities with 76 employers, focusing on the Paid Work Experience (PWE) and OJT Programs.</li> <li>• 874 employers signed up or posted jobs with Employ Florida.</li> <li>• Continued to re-engage partnerships with employer that had been neglected for years. The organization is addressing employer needs and matching job-seekers with employers, funding work-based learning opportunities, etc.</li> <li>• In addition, see below goal relating to <b>Workforce Development Performance: Programs.</b></li> </ul>	<p><b>KK</b></p>	<p><b>ST</b></p>	

**Goal 2: Strengthened Partnerships with Organizations that Provide Educational Opportunities.**

- **FLORIDA Hires:** In a unique pilot grant opportunity CSPIN was able to partner with Florida Ready to Work, PERC, and TSE Industries (a local employer) to offer several individuals in the custody of the Florida Department of Corrections (FL DOC) a chance at long term self-sufficiency. PERC, CSPIN and FL DOC piloted a program allowing individuals prior to release the ability to learn critical employability skills and technical training. The program offered these individuals a unique chance to receive pre-release technical training. Through Paid Work Experience, the individuals were also able to earn an income while mastering a beneficial in-demand skill that turned into a viable long-term career for many.
- **Partnership with Pinellas County Job Corps:** The partnership between the Pinellas County Job Corps and local employers is a best practice for increasing completion rates and employment among youth. The partnership refined non-paid internships with established Job Corps employers into Paid Work Experience,

		<p>giving youth the opportunity to earn while they learn. This has been a key factor in the program's success, as it has allowed youth to gain valuable on-the-job experience while also receiving financial support.</p> <p>A joint project involving CareerSource Pinellas, Pinellas County Job Corps, the local Carpentry Union, and the Children's Home Network was recently featured on Bay News 9. The project involved Pinellas County Job Corps students repairing a pedestrian bridge that connects the student dorm and student classroom for foster kids at the Children's Home Network. The project provided students with valuable on-the-job experience and helped them to develop the skills they need to succeed in the carpentry industry. Since the partnership's launch in February 2023, more than 50 Pinellas County Job Corps students have been paid during their internships.</p> <ul style="list-style-type: none"><li>• In collaboration with CareerSource Tampa Bay, adopted a combined Eligible Training Provider List for efficiency purposes for 2023-2024. In addition, approved 5 new training providers during the year.</li></ul>			
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		<ul style="list-style-type: none"> <li>In addition, see below the goal relating to <b>Workforce Development Performance: Programs.</b></li> </ul> <p><b>Goal 3: Expand Outreach to Jobseekers:</b> Increased capacity in programs staff in order to expand outreach to jobseekers. In addition, increased focus on social media and outreach to employers and jobseekers.</p> <ul style="list-style-type: none"> <li>Total audience increased 10.4% year-over-year representing increased followers for Facebook, Instagram, LinkedIn and TikTok</li> <li>Impressions increased 78.8%, or 256,797.</li> <li>Number of times users clicked on links from our posts increased 55.4%.</li> <li>Website users increased 11%.</li> <li>Working with outside firm, Tucker Hall, had positive impact in media with events, success stories, etc. See below for some of the 2023 earned media.</li> <li>In addition, see below goal relating to <b>Workforce Development Performance: Programs.</b></li> </ul> <p><b>Goal 4: Built Organizational Capacity, Promote Change and Transformation of CareerSource Pinellas</b></p> <ul style="list-style-type: none"> <li>Key member of Pinellas Consolidation Team along with outside counsel,</li> </ul>			
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		<p>Assistant County Administrator and Pinellas County Economic Development representative working to consolidate CareerSource Pinellas with CareerSource Tampa Bay as mandated by the State. Participated in monthly consolidation meetings with local stakeholders and bi-weekly meetings with EY and CareerSource Florida representatives. Compared to the other two areas that are consolidating, the Pinellas/Tampa Bay consolidation is further along because of the efforts and collaboration of all involved. Supporting the consolidation efforts, provided all documents to outside legal counsel performing due diligence for consolidation on a timely basis.</p> <ul style="list-style-type: none"><li>• Maintained organizational capacity by keeping critical positions filled that had gone unfilled by previous administration as well as hiring personnel to fill other positions identified by leadership team to ensure services are provided to job seekers and employers of Pinellas County.</li></ul> <p>Updated and received approval from CareerSource Florida and Florida Commerce</p>			
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		(formerly DEO) for the organization’s required WIOA 2-year plan update for its 4-year plan.			
<p><b>Governance:</b> Works effectively with the Board, its officers and committees to define their roles and responsibilities. Works with Board Chair to enable the Board to fulfill its governance functions and manages the Board’s due diligence process to assure timely attention to core issues.</p>	<p><b>Initiative: Facilitate the board and ad hoc committees to bring closure to the action initiated by the Board and/or Board of County Commissioners.</b></p> <ul style="list-style-type: none"> <li>* Review and implement the Interlocal Agreement as approved by LWDB and BCC.</li> <li>* Review and implement the Bylaws as approved by the LWDB and BCC.</li> <li>* Continue to work with the Pinellas County Economic Development to take a more active role in the selection of board members.</li> </ul>	<p>Facilitated 28 board, committee, and board-related meetings to fulfill governance functions and manage the Board’s due diligence process and assure timely attention to core issues through open communications and improved transparency.</p> <p>From 1/1/23 through 12/31/23, the LWDB reviewed/took action on 126 Items, including 64 Action items and 83 Information Items at six Local Workforce Board meetings and one Special Board meeting.</p> <p>Working with Pinellas County Economic Development, recruited 6 new board members, 5 representing business and one from a community partner to the CareerSource Pinellas Board of Directors: Senator Nick DiCeglie (Hope Villages of America), Ben Friedman (Duke Energy), Nikisha Lezama (CoreRx), Larry Morgan (Morgan Business Solutions), Jeremy Robinson (ACE Hospitality &amp; Management Company) and Russell Williams (Power Design).</p>			ST, KK
<p><b>Accountability and Transparency:</b> Promotes accountability and</p>	<p><b>Initiative: Present pertinent program and organizational</b></p>	<p>Successfully navigated change due to consolidation with CareerSource Tampa Bay,</p>			



<p>transparency by ensuring that this organization’s employment and training programs are in alignment with policy and guidance, and accountable to the Pinellas Board of County Commissioners, the local workforce Board, CareerSource Florida, DEO, local employers, job seekers, and the general public.</p>	<p><b>information on a regular basis to the Board, BOCC and other stakeholders.</b></p> <ul style="list-style-type: none"> <li>* Provide regular program performance updates to the Board and BCC.</li> <li>* Schedule an annual DEO program performance presentation to the Board.</li> <li>* Provide an annual audit and audit presentation to the Board.</li> <li>* Understand the organization’s liabilities and manage internal control procedures through the annual review and presentation of the Internal Controls Questionnaire (ICQ).</li> <li>* Provide quarterly financial updates.</li> </ul>	<p>stabilized operations, fostered an environment of transparency that had not been in existent with previous administrations, and supported leadership team to meet organization goals and objectives.</p> <p>Attended four work sessions and seven board meetings of the Pinellas Board of County Commissioners (BCC) and was available to provide regular performance, program, and detailed budget updates. In addition, working with Tucker Hall, arranged to have the month of September 2023 proclaimed National Workforce Development Month in Pinellas County. Accepted proclamation from BOCC along with two Board members and representative Pinellas County Economic Development.</p> <p>Hosted the required annual Florida Commerce (formerly DEO) Program Performance Presentation to the Board of Directors on July 12, 2023, confirming that all but one WIOA performance goals were met or exceeded, including primary indicators, out of school youth, work experience and training. 90% of funding was expended on direct client services.</p> <p>Worked closely with Stephanie Marchman, of Gray Robinson, who provided support related to day-to-day operational issues, contract reviews, Board and BOCC matters, and</p>	<p><b>ST, KK</b></p>		
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		<p>coordinating and responding coordination of suit with our insurance.</p> <p>Mitigated risk by completing Florida Commerce’s Internal Controls Questionnaire (ICQ). The results were presented/approved by the LWDB on November 15, 2023.</p> <p>Worked with the vCIO to ensure ongoing technology objectives focused on these principles: Cybersecurity, Technology Architecture, Financial Responsibility and Operational Responsibility. 2022 IT accomplishments included many strategic initiatives. 2023 was a year of monitoring.</p> <p>Responsible for financial audit for year ended June 30, 2023, as well as Audit of the 401(k) Plan for 2022. Both audits were clean without any issues.</p> <p>Following Federal uniform procurement standards, successfully procured vendors for Youth Services Provider.</p> <p>Provided update at two Pinellas Delegation meetings consisting of State Representatives and State Senators.</p>			
<p><b>Workforce Development Performance: Programs:</b> Strategically align workforce development programs to ensure that employment and training services provided by the core programs</p>	<p><b><u>Initiative:</u> Improve services to employers and continue to promote connections with qualified job seekers and work based training to ensure that services are employer driven</b></p>	<p>Worked with the team to achieve program expectations by meeting/exceeding 16 of the 18 U.S Department of Labor “Performance Indicators” for the Workforce Investment and Opportunity Act (WIOA) Program Year ending</p>	<p><b>ST</b></p>	<p><b>KK</b></p>	

<p>identified in the WIOA (WIA, Wagner-Peyser, Vocational rehabilitation and Adult Education) are coordinated and complementary so that job seekers acquire skills and credentials that meet employers' needs.</p>	<p><b>and contribute to the economic growth and business expansion in our community. Provide access to quality training to help job seekers acquire industry recognized credentials for in demand jobs.</b></p> <ul style="list-style-type: none"> <li>* Promote sector strategy initiatives in health care, manufacturing, financial and professional services, IT and construction.</li> <li>* Provide WIOA Indicators of Performance updates on a quarterly basis.</li> <li>* Provide REACH Letter Grade update on an annual basis and implement processes to improve score.</li> <li>* Revamp program reporting to make it more useful and informative to Board, BOCC, and Stakeholders.</li> <li>* Host networking opportunities to connect job seekers and employers, including monthly career fairs at EPI, in-house recruitment, and weekly professional, executive and general networking meetings.</li> <li>* Procure Youth Service</li> </ul>	<p>June 30, 2023. Of the two indicators that we didn't meet, one we failed to meet by not documenting Measurable Skill Gains for 3 participants.</p> <p>In accordance with the REACH Act, each Local Development Workforce Board received a letter grade based upon specific metrics. The first baseline letter grades were released in October 2022, and CareerSource Pinellas received a grade of B+. 2022-2023 grades were released in October 2023 and the organization received a grade of A; improving score by 9.9%.</p> <p>77% (up from 75 % last year) of our customers enrolled in WIOA Adult, Dislocated Worker, and Youth training programs successfully ended their training activities and over 53% (up from 40%) of our WIOA customers have exited the program with employment.</p> <ul style="list-style-type: none"> <li>• Provided 5,273 (up from 4,394) individuals with career services, including job search assistance, job referrals, career transition, resume assistance, career workshops and program orientations through the Career Resource Centers. <ul style="list-style-type: none"> <li>○ 50.6% of the job seekers we serve identify as women, 4.1% as veterans, 8.8% as offenders, and 37.7% as non-white.</li> </ul> </li> </ul> <p>30% of the Wagner-Peyser customers served in the last 12 months recorded employment;</p>			
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	<p>provider effective July 1, 2023. Review youth services procured and offered currently and determine what Youth services per WIOA Youth elements are most appropriate to procure.</p> <p>* Negotiate annual, local performance goals with DEO.</p>	<p>down 2.1% from the 32.1% employed during the previous 12 months.</p> <p>482 Welfare Transition and 258 SNAP customers have been served with 258 (up from 209) customers obtaining employment.</p> <p>Partnership development was a key focus throughout 2023. We solidified meaningful connections with organizations such as PERC, Ultimate Medical Academy, St. Petersburg College, Pinellas Technical College, and Job Corps in conjunction with the Paid Work Experience and OJT programs and successfully connected over 130 individuals, many with significant barriers to employment, with work-based learning opportunities with various employers within Pinellas. We expect to continue our partnership development efforts into 2024.</p> <p>Over 150 employers signed work-based learning agreements including PWE, OJT, and Summer PAYS resulting in the successful training/placement of over 250 individuals.</p> <p>Boosted operational performance by providing WIOA occupational skills training to 526 individuals placing 155 in employment. There was a significant decline in WIOA activity and case entry after the end of PY 2021 (July 2021). New activity entry was slow but has steadily progressed toward past levels as staffing levels and community engagement improve and our</p>			
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		<p>new enrollments have now surpassed the previous 12-months. Average annual wages, per placement was \$56,888 for Dislocated Workers and \$42,411 for Adults.</p> <p>Hosted 42 onsite hiring events and career fairs connecting businesses and local resource providers with the community.</p> <p>Through our Recovery Navigator grant, we identified over 60 second-chance employers in Pinellas County and established relationships with 12 service providers who referred approximately 97 individuals into our programs. We also participated in the Pinellas Recovery Roundtable, a consortium of local behavioral health and substance use recovery providers, and sponsored the first Pinellas Recovery Expo featuring resources and job opportunities for persons in recovery from Substance Use Disorder.</p> <p>Enrolled 74 individuals in special project training programs, including the Department of Labor Trade Adjustment Assistance Act (TAA, and State or CareerSource Florida-led initiatives.</p> <p>Assisted 145 young adults earn their high school diploma and GED, learn on-the-job skills, and develop their career pathway.</p> <p>Participated in the Ticket to Work program to assist individuals with disability return to work</p>			
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		<p>by utilizing career services provided through the Career Resource Center. Through the program, the organization received \$84,600 of unrestricted funds.</p>			
<p><b>Key Relationships and Partnerships:</b> Identifies key relationships necessary to support an effective organization and assures proper planning, relationship building and communications to develop and maintain these.</p>	<p><b>Initiative: Facilitate the integration of the organization into the fabric of the community by assuring the use of effective marketing and communication activities. Listen to stakeholders, customers, volunteers, and others in order to improve services and generate community involvement.</b></p> <ul style="list-style-type: none"> <li>* Implement the MOUs and IFAs to ensure activities with key community partners fully leverage resources and linkages.</li> <li>* Explore and make recommendations for the development of MOUs with new partners.</li> <li>* Create a marketing plan and strategy, including marketing, website, success stories and employer highlights.</li> <li>* Continue to reach out to key local employers to rebuild relationships.</li> <li>* Establish, maintain and enhance partnership activities through</li> </ul>	<p>Successfully facilitated the integration of the organization into the fabric of the community by maintaining 49 operational and strategic partnerships (7 new partners added) through 4 One-Stop partner meetings, to leverage resources to expand and enhance services through One-Stop Operator.</p> <p>Ongoing partnership with Pinellas County to operate a satellite Career Resource Center within the Lealman Exchange. 2023 activity increased; in 2023 a total of 1,123 customers were assisted, of which 69 were Veterans.</p> <p>Continued partnerships with the following organizations and fostered growing connections which will lead to greater opportunities for workforce development: Amplify Clearwater, Central Pinellas Chamber of Commerce, Greater Seminole Chamber of Commerce, St. Petersburg Economic Development Corporation, Pinellas County Economic Development, St Petersburg Chamber of Commerce, Tampa Bay Beaches Chamber of Commerce, Upper Tampa Bay Chamber of Commerce, Pinellas Park Chamber (attended free/open to the public events) and Skyway Marina District. In addition, additional stakeholders/community-based organizations</p>	<p><b>ST, KK</b></p>		



	<p>quarterly partner meetings and online customer service training provided by the One-Stop Operator.</p> <ul style="list-style-type: none"> <li>* Participate in partnership/sponsorship opportunities with local chambers and EDC i.e. EDC of Pinellas, EDC of Greater St. Petersburg, and local chambers.</li> <li>* Grow work-based learning opportunities with local employers and job-seekers.</li> </ul>	<p>include: Amskills, BAMA, Gateway Business Network, Tampa Bay Works, Thrive by Five, Pinellas County Veteran Task Force, Recruiters Networking Group, Hispanic Outreach Center, Lealman Collective Impact Committee, and VOAD (Volunteers of Active Disaster)</p> <p>Participated on the following focus groups:</p> <ul style="list-style-type: none"> <li>• Pinellas County Economic Development Strategic Planning focus group.</li> <li>• PSTA Community Bus Plan Stakeholder Workshop.</li> <li>• Statewide Standardization of Tools and Services Policy Workgroup.</li> <li>• Historic Gas Plant Development Team for Workforce Services.</li> </ul> <p>Working with Tucker Hall, created a comprehensive marketing and communications plan to support external communications, optimize social media and create brand and program awareness. 2023 activities included:</p> <ul style="list-style-type: none"> <li>• Securing advertising on a PSTA bus.</li> <li>• Fox 13 News story about our partnership with SailFuture Academy.</li> <li>• Bay 9 News story about the paid-work experience opportunity of 9 Job Corps youth at Children’s Home Network.</li> <li>• Joint OpEd with John Flanagan in Tampa Bay Business Journal regarding “Workforce development changes on the horizon for Tampa Bay Region”.</li> </ul>			
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- Interview, Jason Druding and Mattie Velasco, on Good Day Tampa Bay promoting the Recovery Expo and Job Fair.
- Interview in St. Pete Catalyst about “Why the Area needs more IT Professionals”
- Participated on WUSF panel discussion on the “Economics of living in Florida now”.

Apprenticeship partnerships continued with NetSynergy for Computer Programming. Additional Apprenticeship discussions occurred with multiple employers to include GE Aviation, PODS, Crisis Center of Tampa Bay, and Baycare. All are in various stages of creation and viability.

64 companies signed PWE program agreements. Notable mentions include: Walgreens, Optum Healthcare, WellMed, Boys and Girls Clubs, Anclote Manufacturing, City of Oldsmar

12 companies signed OJT program agreements. Notable mentions include: Bausch and Lomb, Sunstar Paramedics, RDM (Research, Development, and Manufacturing)

Partnered with SPC, New Horizons Computer Learning Center, Access Computer Training, CodeBoxx, Pinellas Technical College, Jersey College and Computer Coach Training to support the Rapid Credentialing Training

		<p>program for IT (Get There Faster Grant). Total training provided was over \$500,000.</p> <p>Partnered with community organizations and local stakeholders to connect 172 young adults (up from 126 the year before) with businesses in the region for our 2023 Summer Youth Program providing these future leaders with valuable work experience, insight on career paths, and/or career planning. These youth were paid \$15/hour. In total, youth worked 29,766 hours who worked at 53 employers.</p>			
<p><b>Organizational Leadership:</b> Manages the organization.</p> <p>Deals effectively with demanding situations and designs and implements effective interventions.</p> <p>Establishes and leads an effective management team.</p>	<p><b>Initiative: Ensure that procedures and organizational culture reflect integrity and transparency. Lead staff in maintaining a climate of excellence, accountability and respect.</b></p> <ul style="list-style-type: none"> <li>Based upon results of REACH Act realignment initiative, determine impact, if any, to the organization and develop strategy along with DEO and CareerSource Florida to implement any changes.</li> <li>Fully staff the organization.</li> <li>Finalize the development</li> </ul>	<p>Successfully navigated change due to consolidation with CareerSource Tampa Bay, stabilized operations, fostered an environment of transparency that had not been in existent with previous administrations, and supported leadership team to meet organization goals and objectives.</p> <p>Established twice-a-year all-staff all-day training in February and October. Training was focused on topics for staff development not tied to program functions of their job. February topics were Deaf Culture, Financial Literacy and DiSC training.</p> <p>Maintained and developed an effective and competent leadership team. When I was hired as Interim CEO, the organization had 38 FTEs. At the end of 2023, we had grown to 60 FTEs.</p>	<p><b>ST, KK</b></p>		

	<p>of a succession plan for the organization.</p> <ul style="list-style-type: none"> <li>• Implement an annual employee engagement survey which will become the benchmark for appropriate organization changes and activities.</li> <li>• Develop performance goals for each employee. Align annual performance evaluations with program year and determine merit/evaluation stipend. Review current programs, SOPS, and Desk Guides to ensure alignment with guidance from DOL, DEO and CSF.</li> </ul>	<p>Over the last two years, we filled critical positions that had been unfilled in addition to adding other necessary positions. We made an effort, where appropriate, to promote from within and develop our staff and have a transition plan to ensure that knowledgeable staff stay with the agency. In addition, even with uncertainty of consolidation with CareerSource Tampa Bay, the organization maintained a stable workforce.</p> <p>With collaboration and input from Leadership Team and other key personnel, improved morale and culture of the organization by implementing and/or maintaining the following:</p> <ul style="list-style-type: none"> <li>• Employee engagement committee</li> <li>• Diversity committee</li> <li>• Casual and other themed Fridays</li> <li>• Maintained open dialogue with employees</li> <li>• Hired/filled critical positions</li> <li>• Company-wide potluck luncheon</li> <li>• Employee of the Month award</li> <li>• Employee of the Year award recognized at our December employee recognition lunch.</li> <li>• Member of employee engagement committee attends weekly leadership team meeting</li> </ul>			
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- Continued employee-centric monthly Employee Newsletter

The organization became a certified Watch Stander with The Fire Watch. The Fire Watch is Florida's fight to end veteran suicide. They are building a life-saving network of community members and organizations trained to identify the warning signs of veterans in crisis and to direct those veterans to the help they need.

Deployed various staff to assist with the Disaster Recovery Centers in Pinellas County to assist in aftermath of Hurricane Idalia.

Hired outside firm to conduct a follow-up employee engagement survey to capture opinions and perceptions of the staff. Responses for survey were 72% positive; consistent with prior year. Based upon results, leadership team is addressing areas that received lowest positive scores.

Hired outside firm in 2022 to perform update of compensation review. The review resulted in pay ranges being increased 4.7%. Salaries of employees were reviewed and a majority of employee salaries were increased effective 1/1/2023 to be consistent with new pay ranges.

Represented CareerSource Pinellas at various events throughout the year to build

		<p>relationships and provide awareness of resources and programs.</p> <p>Implemented annual performance review process utilizing Paycor HRIS system.</p> <p>Continued membership on the Early Learning Coalition Board of Directors and as a member of the Finance Committees.</p> <p>Worked with the Compensation Committee to finalize the evaluation process, review the organization chart and update the compensation review.</p> <p>Stressed Focus, Urgency and Accountability in everything that we do to ensure a culture that promotes ownership, integrity, transparency, excellence, and respect.</p> <p>Continued focus on developing the Leadership team into strong leaders by allowing them to perform their jobs. Not micro-managing that previously existed in the organization.</p> <p>Conducted 6 Employee Engagement/ Information meetings to discuss transition after resignation of previous CEO and share results of Employee Engagement Survey and status of Re-alignment project.</p> <p>Along with HR Director and Insurance Broker, oversaw the 2024 Open Enrollment process that resulted in keeping Medical Insurance with</p>			
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		<p>Florida Blue. Our premiums increased between 6-7%.</p> <p>One of our employees was the recipient of the statewide winner of the Florida Workforce Chairs Alliance Lighthouse Award that is given annually to recognize a behind the scenes employee who goes above and beyond and who others can always rely on.</p> <p>Two members of our leadership team presented at the annual Florida Workforce Summit: Jay Burkey presented “Deaf Culture to Better Serve Deaf Individuals” and Jason Druding presented “Connecting Work Based Learning to the Community.”</p>			
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**SECTION 2: COMMENTS**

**Commissioner René Flowers’ Comments:**

**Chair Comments, Scott Thomas:**

1. Morale Improvement: Steve successfully led efforts to improve morale, turning it around from its all-time low in 2021 to its highest point since his tenure as CEO began. This demonstrates his effective leadership and dedication to fostering a positive work environment.
2. Strategic Hiring: Under Steve’s guidance, critical positions that were previously unfilled for extended periods were successfully filled, addressing long-standing staffing gaps and ensuring the organization’s operational effectiveness.
3. Expansion of Services: Steve spearheaded the addition of new positions aimed at better serving both job seekers and employers in Pinellas County, demonstrating a commitment to meeting the evolving needs of the community.
4. Departmental Overhaul: He led the overhaul of the Business Services Department, driving efficiency improvements and ensuring alignment with organizational goals and objectives.

5. Community Engagement: Steve successfully re-established connections with key partners in the community, fostering collaboration and strengthening the organization's network of support.
6. Staff Development: He prioritized staff development by undertaking necessary training initiatives, equipping employees with the skills and knowledge needed to excel in their roles and contribute to the organization's success.
7. Compliance Success: Steve satisfactorily settled the DOL compliance review without any expense or exposure to the taxpayers of Pinellas County, demonstrating sound judgment and effective risk management.
8. Trust and Employee Engagement: Most importantly, Steve prioritized building trust and actively listening to employees, resulting in enhanced employee engagement and a more cohesive workplace culture.
9. Leadership During Transition: He demonstrated strong leadership during a challenging transition period as the organization merged entities, navigating complexities and ensuring continuity of operations.

Overall, Steve Meier's performance as CEO reflects his exemplary leadership, strategic vision, and commitment to driving positive outcomes for the organization and its stakeholders.

**Mr. Kevin Knutson's Comments:**

This year has been an unusually difficult year, due to the many changes on the horizon. Although relatively new to the role, Steve provided calm leadership, driving organizational change that helped improve morale and the culture. It has been a pleasure to get to know Steve even better as we work through the consolidation. I have received numerous comments directly from CSPIN staff praising Steve's leadership.

**Ms. Dawn Peters' Comments:**

**Dr. Rebecca Sarlo's Comments:**

**Comments from the CEO:**

It was on February 11, 2022, when I was asked to step into the role of Interim CEO. I accepted the challenge of the last two years. I have surrounded myself with an excellent leadership team which has made the transition very easy. With them, we set the organization back on course.

- We improved morale from its all-time low at the end of 2021
- We filled positions, a lot critical, that went unfilled for too long
- We added positions to better serve job seekers and employers of Pinellas County
- We overhauled the Business Services Department
- We re-established connections with partners in the community
- We undertook necessary training for staff
- We satisfactorily settled the DOL compliance review without any expense or exposure to the taxpayers of Pinellas County
- Most importantly, we valued, re-built the trust and listened to our employees

<b>Action and Approvals</b>	
Performance appraisal reviewed by Board of Directors on:	
Authorized Board Member Signature and Date:	
CEO Signature and Date:	



## **ACTION ITEM 6**

### **General Counsel Performance Review**

On November 17, 2021, the Board of Directors approved the renewal of GrayRobinson, P.A. for legal counsel services to begin on December 1, 2021 through November 30, 2023, as General Counsel to the Local Workforce Development Board, as well as Counsel to CareerSource Pinellas.

As outlined in the By-Laws, the Ad Hoc CEO/Legal Committee will conduct the annual performance review for the General Counsel. The review addresses the approved General Counsel Performance Goals. The review period is 12 months, December 1, 2022 – November 30, 2023.

Performance Review: The members of the Ad Hoc CEO/Counsel Committee requested that the CEO of CareerSource Pinellas, complete the performance review, adding his comments prior to submitting it to the Ad Hoc Committee for consideration.

The General Counsel draft Performance Review is enclosed.

#### **RECOMMENDATION**

Approval of the General Counsel Performance Review for Stephanie Marchman, GrayRobinson for the PY'2022 - 2023.



**General Counsel Performance Goals**  
**Board of Directors Assessment**  
**12/1/2022 – 11/30/2023**

Date Completed:	
Evaluation Period:	December 1, 2022 – Nov 30, 2023

## SECTION 1: Achievement of Goals

**December 1, 2022 – November 30, 2023**

Description of Goals	General Counsel's Summary of Performance as to each Goal	Exceeded Expectations	Met Expectations	Needs Improvement
Regular attendance at CareerSource Pinellas Board of Directors and Executive Committee meetings.	General counsel or designee attended all Board of Directors meetings and other committee meetings as requested, providing sound legal guidance as needed.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Advise on corporate and tax-exempt organization legal issues related to CareerSource Pinellas.	General counsel or designee was available to provide sound legal advice as needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Review draft contracts, agreements, leases, and other legal instruments.	General counsel or designee timely and effectively reviewed, revised and approved over a dozen contracts.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Review by-laws, personnel, fiscal, and other policies and/or procedures.	General counsel or designee timely and effectively reviewed by-laws, personnel, fiscal, and other policies and/or procedures as needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide advice regarding potential employee disciplinary action.	General counsel timely and effectively advised CEO with respect to numerous employee discipline matters.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assist the Human Resources Department with investigations on labor law and employee relations concerns.	General counsel timely and effectively advised the Human Resources Department with investigations on labor law and employee relations concerns.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advise on responses to subpoenas, court orders, and Florida Statute Chapter 119 requests for public records.	General counsel or designee timely and effectively responded to subpoenas, court orders, and Florida Statute Chapter 119 requests for public records, including provision of Sunshine	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Law training to the Board of Directors and staff.			
Defend lawsuits, administrative claims, or other legal claims.	General counsel or designee timely and effectively defended all lawsuits, administrative claims, or other legal claims.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide any other legal services needed.	General counsel or designee timely and effectively provided any other legal services needed, including legislative developments affecting Florida's workforce development boards.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall responsiveness and quality of legal services provided.	General counsel timely and effectively responded to legal needs of CareerSource Pinellas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

**Steven Meier Comments:**

2022-2023 was challenging, but not as challenging a year for the organization as prior year as there were not three whistle-blower complaints and the resignation of a CEO. There were still challenges resulting from the upcoming consolidation with CareerSource Tampa Bay because of the decision from CareerSource Florida and the ongoing litigation with insurance carrier. Through it all, Ms. Stephanie Marchman, and her associates Ms. Heather Ramos and Mr. Chris Carmody, provided excellent legal counsel and guidance. Ms. Marchman is responsive, professional and provides timely and effective legal direction. Specifically:

- Ms. Marchman continues to coordinate the services of independent Insurance Coverage Counsel to continue our attempt to recover insurance proceeds resulting from final determination of the DOL Compliance Review that began in 2018. In addition, Ms. Marchman, along with coverage counsel, satisfactorily keeps the Board updated on the status of the litigation. As of the date of this review, this is an ongoing matter; a mediation session is set for the beginning of January 2024.
- Ms. Marchman participated in meetings with Pinellas County, Hillsborough County, CareerSource Pinellas and CareerSource Tampa Bay and EY related to consolidation issues providing sound advice to Board staff and Pinellas County staff. Specific advice given by GrayRobinson were the advantages and disadvantages of the options for consolidation of CareerSource Pinellas and CareerSource Tampa Bay. Ms. Marchman and others from GrayRobinson will be key participants over the next year.
- Working with our HR Director, updated the organization's Personnel manual to ensure that all recent compliance regulations are properly included.
- Ms. Marchman, along with Scott Thomas, Board Chair, finalized and negotiated contract with the current CEO, Steven Meier.
- Ms. Marchman reviews all Board and Committee packets prior to issuing and approves for form and legality.

**Scott Thomas, Board Chair, Comments:**

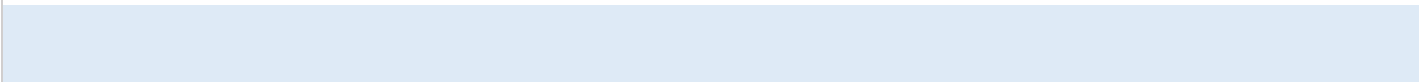
**Commissioner Flowers, Vice Chair, Comments:**

**Dr. Rebecca Sarlo, Board Member, Comments:**

**Kevin Knutson, Board Member, Comments:**

Stephanie and her team have provided meaningful, timely, and helpful guidance on numerous issues, particularly around the litigation around recovering our disallowed costs. Whenever we've had questions on issues coming before the board, they have been responsive and thorough.

**Dawn Peters, Board Member, Comments:**



<b>Action and Approvals</b>	
Performance appraisal reviewed by Board of Directors on:	
Authorized Board Member Signature and Date:	
CEO Signature and Date:	





## **ACTION ITEM 7**

### **Related Party Contract**

FL Statute Section 445.007 mandates that all Local Workforce Development Boards (LWDBs) entering into a contract with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3<sup>rd</sup>) vote of the Board when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Such contracts must be submitted to the Florida Department of Commerce and CareerSource Florida for review.

In light of the recently formed on the job training (OJT) collaboration between H&T Global Circuits and People Empowering & Restoring Communities (PERC), it is necessary to adjust the maximum financial limit of the H&T Global Circuits related party contract. Current related party contract is to not exceed \$20,000. The OJT partnership is targeting to assist 9-10 job seekers with a goal of full-time permanent employment for each participant. The value of the contract would need to increase to not exceed \$75,000 to reach this goal.

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

### **RECOMMENDATION**

Approval to increase the H&T Global Circuits related party contract. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$75,000 (approximately 9-10 enrollments).

**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Candida Duff, a board member / an employee of the board (circle one) hereby discloses that I, myself my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas (CSPIN) /LWDB 14

Contractor Name & Address: H & T Global Circuits/2510 Terminal Dr. South St. Petersburg, FL 33712

Contractor Contact Phone Number: 727-327-6236

Description or Nature of Contract: Work Based Learning (WBL)

Description of Financial Benefit\*: WBL enrollment & reimbursement for PWE/OJT to board member's company.

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

have no relative who is a member of the board or an employee of the board, OR

have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals\*\*/owners\*\*\*  is not (check one) a member of the board. If applicable, the principal DocuSigned by: name is: \_\_\_\_\_

Candida Duff

Signature of Board Member/Employee

Candida Duff

Print Name

1/31/2024

Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT-OF-INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

**EXHIBIT C  
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CareerSource Pinellas and H&T Global Circuits  
Contractor Name & Address: H&T Global Circuits 2510 Terminal Dr. St. Petersburg, Fl. 33712  
Contractor Contact Phone Number: 727-369-1221  
Contract Number or Other Identifying Information, if any: Work Experience  
Contract Term: 06/01/2023 -06/30/2024  
Value of the Contract with no extensions or renewals exercised: increase from up to \$20,000 to up to \$75,000  
Value of the Contract with all extensions and renewals exercised: increase from up to \$20,000 to up to \$75,000  
Description of goods and/or services to be procured: Paid work experience/On the job training  
Method of procurement for the goods and/or services to be procured: N/A  
Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Candida Duff

The nature of the conflicting interest in the contract: Board member employed by H&T Global Circuits

The board member or employee with the conflict of interest did  did not  (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. **If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify that the information above is true and correct.

DocuSigned by:  
Scott Thomas  
0385D203441A42D  
Signature of Board Chair / Vice Chair\*

Scott Thomas  
Print Name  
1/30/2024  
Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>Duff – Candida</b>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CareerSource Pinellas Workforce Development Board</b>
MAILING ADDRESS <b>2510 Terminal Dr South</b>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY <b>St. Petersburg</b>	COUNTY <b>Pinellas</b>
DATE ON WHICH VOTE OCCURRED <b>March 20, 2024</b>	NAME OF POLITICAL SUBDIVISION: <b>Pinellas</b>
MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**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, Candida Duff, hereby disclose that on March 20, 2024.

(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 H & T Global Circuits, 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:

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.

1/29/2024

Date Filed

DocuSigned by:

*Candida Duff*

34C3BDC27F3C44E

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.



**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Michael Jalazo, a board member an employee of the board (circle one) hereby discloses that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (Circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas(CSPIN) /LWDB 14

Contractor Name & Address: Pinellas Ex-offender Re-entry Coalition/12810 US Hwy 19 #1 Clearwater, Fl. 33764

Contractor Contact Phone Number: 855-505-7372


Description or Nature of Contract: Work Based Learning (WBL)

Description of Financial Benefit\*: Referring participants to another Board Member's agency for WBL enrollment & reimbursement for PWE/OJT.

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

- have no relative who is a member of the board or an employee of the board, OR
- have a relative who is a member of the board or an employee of the board, whose name is: \_\_\_\_\_

The contractor's principals\*\*/owners\*\*\*  is  is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

DocuSigned by:  
  
7C38232897C043D  
Signature of Board Member/Employee

Michael Jalazo  
Print Name  
1/30/2024  
Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.  
\*\* "Principal" means an owner or high-level management employee with decision-making authority.  
\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITTUTE FOR COMPLIANCE WITH CONFLICT-OF-INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

EXHIBIT C  
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CareerSource Pinellas and Pinellas Ex-offender Re-entry Coalition (PERC)

Contractor Name & Address: Pinellas Ex-offender Re-entry Coalition/12810 US Hwy 19 #1 Clearwater, FL 33764

Contractor Contact Phone Number: 855-505-7372

Contract Number or Other Identifying Information, if any: Work Experience

Contract Term: 06/01/2023 -06/30/2024

Value of the Contract with no extensions or renewals exercised: increase from up to \$20,000 to up to \$75,000

Value of the Contract with all extensions and renewals exercised: increase from up to \$20,000 to up to \$75,000

Description of goods and/or services to be procured: Referring participants to another board member's company for Paid work experience/On the job training

Method of procurement for the goods and/or services to be procured: N/A

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Michael Jalazo

The nature of the conflicting interest in the contract: Board member is referring participants to another board member's company for Paid work experience/On the job training.

The board member or employee with the conflict of interest did  did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

**If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify that the information above is true and correct.

Scott Thomas  
Signature of Board Chair / Vice Chair\*

Scott Thomas  
Print Name

1/30/2024  
Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>Jalazo - Michael</b>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CareerSource Pinellas Workforce Development Board</b>
MAILING ADDRESS <b>12810 US Hwy 19 N # 1</b>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY <b>Clearwater</b>	COUNTY <b>Pinellas</b>
DATE ON WHICH VOTE OCCURRED <b>March 20, 2024</b>	NAME OF POLITICAL SUBDIVISION: <b>Pinellas</b>
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint ventures, co-owner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



**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, Michael Jalazo, hereby disclose that on March 20, 2024,

: (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, H & T Global Circuits ;
- 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:

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.

1/24/2024

Date Filed

DocuSigned by:  
  
 7c39232997c043b...  
 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.

**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Esther Matthews a board member an employee of the board (circle one) hereby discloses that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (Circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas (CSPIN) /IWDB 14  
Contractor Name & Address: All Business Solutions dba All Enterprise Solutions/1601 16<sup>th</sup> Street South St. Petersburg, FL. 33705

Contractor Contact Phone Number: 727-677-1076

Description or Nature of Contract: Work Based Learning (WBL)

Description of Financial Benefit\*: The agency that is referring participants (PERC) to the WBL site (H&T Global Circuits) utilizes services from this company (All Enterprise Solutions) that is owned by this board member.

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

have no relative who is a member of the board or an employee of the board, OR  
 have a relative who is a member of the board or an employee of the board, whose name is: \_\_\_\_\_

The contractor's principals\*\*/owners\*\*\*  is \_\_\_\_\_ is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

  
Signature of Board Member/Employee

Esther Matthews

Print Name

1/30/2024

Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT-OF-INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

EXHIBIT C  
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CareerSource Pinellas and All Business Solutions dba All Enterprise Solutions

Contractor Name & Address: All Business Solutions dba All Enterprise Solutions/1601 16th Street South St. Petersburg, FL. 33705

Contractor Contact Phone Number: 727-677-1076

Contract Number or Other Identifying Information, if any: Work Based Learning

Contract Term: 06/01/2023 -06/30/2024

Value of the Contract with no extensions or renewals exercised: Increase from \$20,000 up to \$75,000

Value of the Contract with all extensions and renewals exercised: Increase from \$20,000 up to \$75,000

Description of goods and/or services to be procured: Owner of All Enterprise Solutions is a board member that has a connection with PERC. PERC is referring participants to a company that employees a board member.

Method of procurement for the goods and/or services to be procured: N/A

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Esther Matthews

The nature of the conflicting interest in the contract: This board member owns this business that delivers services for the agency referring to WBL.

The board member or employee with the conflict of interest did did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

**If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify the information above is true and correct.

Scott Thomas  
Signature of Board Chair / Vice Chair\*

Scott Thomas

Print Name

1/30/2024

Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Matthews – Esther	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Pinellas Workforce Development Board
MAILING ADDRESS 1601 16 <sup>th</sup> Street South	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY St. Petersburg	NAME OF POLITICAL SUBDIVISION: Pinellas
DATE ON WHICH VOTE OCCURRED March 20, 2024	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE
COUNTY Pinellas	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



**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, Esther Matthews, hereby disclose that on March 20, 2024

(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, Pinellas Ex Offender Reentry Coalition (PERC);
- 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:

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.

1/30/2024  
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.



## **ACTION ITEM 8**

### **Unrestricted Cash**

As of December 31, 2023, CareerSource Pinellas had almost \$908,000 of unrestricted funds available deposited in the following accounts:

<b>Valley National Bank</b>	<b>Balance</b>
Unrestricted Checking	182,216
Unrestricted Money Market	539,276
Operating Money Market	186,143
<b>Total</b>	<b>\$ 907,635</b>

#### **Unrestricted Checking**

Funds accumulated from unrestricted activities, e.g., Ticket to Work revenue, Tobacco Free Florida referral revenue, net of lobbying expenses and other unrestricted expenses.

#### **Unrestricted Money Market**

Funds remaining from proceeds of sale of Science Center after payment of disallowed costs to U.S. Department of Labor.

#### **Operating Money Market**

Represents funds remaining from Capital Improvement Fund from the Science Center. The account was designated to track cash value for capital improvements to buildings as they became necessary. At the January 15, 2020, Board meeting, the Board approved the release of the remaining \$176,000 in the Capital Improvement Fund to unrestricted. The increase since then represents interest earned.

With the pending consolidation of CareerSource Pinellas with CareerSource Tampa Bay, it is important that any unrestricted cash earned and attributable to Pinellas County remain available only for Pinellas County purposes and not commingled with cash of the consolidated entity. It also should be noted that the recovery of funds from the litigation with Chubb would be unrestricted as well. Thus, it is recommended that an initial contribution of \$750,000 be transferred to Pinellas County for the county to utilize for invaluable workforce services for job seekers and employers of Pinellas County.

#### **RECOMMENDATION**

Approval of payment of \$750,000 of unrestricted funds to Pinellas County to be used for workforce services for Pinellas County job seekers and employers.



## **ACTION ITEM 9**

### **Fiscal Year 2023 – 2024: Budget Modification No. III**

When Budget Modification No. II was prepared, Ticket-to-Work revenue was forecasted to decrease \$40,000. Ticket-to-Work revenue is unrestricted revenue to the organization and should not impact Federal grant expenses. During the preparation of the budget modification, payroll expenses were inadvertently reduced to reflect this decrease in revenue instead of reducing the organization's budgeted surplus. Thus, this Budget Modification is presented to correct this oversight.

#### **EXPENSES**

Total budgeted expenses estimated to increase \$40,000 from \$9,231,652 to \$9,271,652.

#### **Personnel Expenses**

- Personnel Expenses expected to increase \$40,000 to reflect anticipated staffing levels through the remainder of the fiscal year.

#### **RECOMMENDATION**

Approval of Budget Modification III for changes to the expenditure budget.



**CareerSource Pinellas  
2023-2024 Planning Budget  
For the Year Ended June 30, 2024**

		Approved 2023-2024 Budget Modification I	Proposed Changes	Proposed 2023-2024 Budget Modification II	Proposed Changes	Proposed 2023-2024 Budget Modification III
	G/L					
<b>Revenue</b>						
<b>Operating Revenue</b>						
<b>Grant Revenue</b>						
Grant Revenue - Federal	3000	9,042,702	(85,000)	8,957,702	-	8,957,702
Grant Revenue - State	3001	309,553	(109,553)	200,000	-	200,000
Grant Revenue - Local	3002	-	-	-	-	-
<b>Total Grant Revenue</b>		<b>9,352,255</b>	<b>(194,553)</b>	<b>9,157,702</b>	<b>-</b>	<b>9,157,702</b>
<b>Contributions</b>						
Corporate Revenue	3100	2,400	-	2,400	-	2,400
Sponsorship Revenue	3101	-	-	-	-	-
Donations	3102	-	-	-	-	-
<b>Total Contributions</b>		<b>2,400</b>	<b>-</b>	<b>2,400</b>	<b>-</b>	<b>2,400</b>
<b>Program Revenue</b>						
Ticket to Work Revenue	3103	100,000	(40,000)	60,000	-	60,000
<b>Total Program Revenue</b>		<b>100,000</b>	<b>(40,000)</b>	<b>60,000</b>	<b>-</b>	<b>60,000</b>
<b>Investment Income</b>						
Interest/Dividends	3200	42,000	40,000	82,000	-	82,000
<b>Total Investment Income</b>		<b>42,000</b>	<b>40,000</b>	<b>82,000</b>	<b>-</b>	<b>82,000</b>
<b>Other Income</b>						
Other Revenues	3300	-	-	-	-	-
<b>Total Other Income</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Operating Revenue</b>		<b>9,496,655</b>	<b>(194,553)</b>	<b>9,302,102</b>	<b>-</b>	<b>9,302,102</b>
<b>Total Revenue</b>		<b>9,496,655</b>	<b>(194,553)</b>	<b>9,302,102</b>	<b>-</b>	<b>9,302,102</b>
<b>Expenditures</b>						
<b>Personnel Expenses</b>						
Salary Expense	5000	3,516,114	(50,360)	3,465,754	29,000	3,494,754
Salary Expense - Benefit Stipend	5005	760,042	(10,886)	749,156	6,000	755,156
Payroll Taxes	5050	331,622	(4,750)	326,872	3,000	329,872
Fringe Benefits (ER Paid)	5060	40,860	(585)	40,275	-	40,275
Retirement	5090	207,488	(2,972)	204,516	2,000	206,516
<b>Total Personnel Expenses</b>		<b>4,856,126</b>	<b>(69,553)</b>	<b>4,786,573</b>	<b>40,000</b>	<b>4,826,573</b>
<b>Program Expenses</b>						
Operating Supplies	5303	-	-	-	-	-
Food and Beverages	5310	4,200	-	4,200	-	4,200
Communications	5500	95,520	-	95,520	-	95,520
Outreach/Marketing	5520	35,400	-	35,400	-	35,400
Service Provider Contract	8000	565,000	(50,000)	515,000	-	515,000
One-Stop Operator	8100	48,000	-	48,000	-	48,000
Internal Monitoring	8200	68,000	-	68,000	-	68,000
OJT	8300	830,000	(60,000)	770,000	-	770,000
Paid-Work Experience	8320	-	-	-	-	-
Apprenticeships	8330	-	-	-	-	-
Contracted Workforce Services	8335	24,000	-	24,000	-	24,000
Youth Stipends	8340	16,500	-	16,500	-	16,500
Other Customer Support Services	8341	25,200	-	25,200	-	25,200
Customer Training	8342	1,138,000	-	1,138,000	-	1,138,000
Customer Supportive Services	8343	18,000	(10,000)	8,000	-	8,000
Training Related Material	8345	48,600	-	48,600	-	48,600





**CareerSource Pinellas  
2023-2024 Planning Budget  
For the Year Ended June 30, 2024**

		<b>Approved 2023-2024 Budget Modification I</b>	<b>Proposed Changes</b>	<b>Proposed 2023-2024 Budget Modification II</b>	<b>Proposed Changes</b>	<b>Proposed 2023-2024 Budget Modification III</b>
	<b>G/L</b>					
Fees/exams/certifications	8346	25,200	-	25,200	-	25,200
<b>Total Program Expenses</b>		<b>3,061,620</b>	<b>(120,000)</b>	<b>2,941,620</b>	-	<b>2,941,620</b>
<b>Professional Fees</b>						
Accounting/Audit Fees	5100	56,250	-	56,250	-	56,250
Legal Fees	5101	96,000	-	96,000	-	96,000
Legal (Lobbying)	5105	25,000	-	25,000	-	25,000
Professional Service	5104	85,920	-	85,920	-	85,920
Contract Labor	5170	131,800	-	131,800	-	131,800
Contract IT Services	5171	245,340	-	245,340	-	245,340
Cybersecurity - IT	5172	47,160	-	47,160	-	47,160
<b>Total Professional Fees</b>		<b>687,470</b>	-	<b>687,470</b>	-	<b>687,470</b>
<b>Supplies</b>						
Office Supplies	5302	22,450	-	22,450	-	22,450
Postage/Shipping	5307	3,300	-	3,300	-	3,300
Document Shredding	5308	1,404	-	1,404	-	1,404
<b>Total Supplies</b>		<b>27,154</b>	-	<b>27,154</b>	-	<b>27,154</b>
<b>Insurance</b>						
Insurance - Commercial Property	5400	9,000	-	9,000	-	9,000
Insurance - General Liability	5401	77,000	-	77,000	-	77,000
Insurance - Workers Comp	5403	34,054	-	34,054	-	34,054
Insurance - Auto	5404	-	-	-	-	-
Insurance - Claims	5405	-	-	-	-	-
<b>Total Insurance</b>		<b>120,054</b>	-	<b>120,054</b>	-	<b>120,054</b>
<b>Occupancy</b>						
Office Rent/Lease	5200	256,415	-	256,415	-	256,415
Other Leases	5201	-	-	-	-	-
Utilities	5202	36,700	-	36,700	-	36,700
Repairs & Maintenanc	5203	4,680	-	4,680	-	4,680
Security	5204	468	-	468	-	468
Janitorial Expense	5205	39,780	-	39,780	-	39,780
Pest Control	5206	2,580	-	2,580	-	2,580
<b>Total Occupancy</b>		<b>340,623</b>	-	<b>340,623</b>	-	<b>340,623</b>
<b>Office Equipment</b>						
Equipment Rent/Lease	5300	24,012	-	24,012	-	24,012
Copy Machine Usage/Maintenance	5301	9,000	-	9,000	-	9,000
Comp Software/License/Maintenance	5304	111,077	-	111,077	-	111,077
Equipment < \$5,000	5305	18,000	-	18,000	-	18,000
Other	5207	-	-	-	-	-
<b>Total Office Equipment</b>		<b>162,089</b>	-	<b>162,089</b>	-	<b>162,089</b>
<b>Travel and Meetings</b>						
Travel - Mileage	5540	10,900	-	10,900	-	10,900
Travel - Out of Town	5541	37,750	(5,000)	32,750	-	32,750
Meetings/Conferences	5560	18,850	-	18,850	-	18,850
<b>Total Travel and Meetings</b>		<b>67,500</b>	<b>(5,000)</b>	<b>62,500</b>	-	<b>62,500</b>
<b>Licences, Dues and Other Fees</b>						
Staff Training/Education	5052	43,050	-	43,050	-	43,050
Other Employee expenses	5055	-	-	-	-	-
Recruitment	5095	4,800	-	4,800	-	4,800
Payroll Processing Fees	5103	6,500	-	6,500	-	6,500
License/Dues & Other Fees	5581	40,339	-	40,339	-	40,339
FSA Administrative Expenses	5582	1,080	-	1,080	-	1,080



**CareerSource Pinellas  
2023-2024 Planning Budget  
For the Year Ended June 30, 2024**

	<b>G/L</b>	<b>Approved 2023-2024 Budget Modification I</b>	<b>Proposed Changes</b>	<b>Proposed 2023-2024 Budget Modification II</b>	<b>Proposed Changes</b>	<b>Proposed 2023-2024 Budget Modification III</b>
401k Administrative Fees	5583	-	-	-	-	-
HRIS Administrative Fees	5584	7,800	-	7,800	-	7,800
<b>Total Licences, Dues and Other</b>		<b>103,569</b>	-	<b>103,569</b>	-	<b>103,569</b>
<b>Amortization and Depreciation</b>						
Depreciation Expense	5901	-	-	-	-	-
<b>Total Amortization and</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>		<b>9,426,205</b>	<b>(194,553)</b>	<b>9,231,652</b>	<b>40,000</b>	<b>9,271,652</b>
<b>Net Revenue over (under) Expenditures</b>		<b>70,450</b>	<b>-</b>	<b>70,450</b>	<b>(40,000)</b>	<b>30,450</b>



## **ACTION ITEM 10**

### **2022 IRS Form 990**

#### **Information**

WorkNet Pinellas' IRS Form 990 has been completed for the period beginning July 1, 2022 and ending June 30, 2023. Based on the 990 disclosure requirements (Part VI, Section B, 11a), a copy will be provided to each voting member of the Board, prior to filing it with the IRS. The 990 form will be filed shortly thereafter approval by the full Board of Directors.

#### **RECOMMENDATION**

Approval of the 2022 IRS Form 990.

# TAX RETURN FILING INSTRUCTIONS

FORM 990

FOR THE YEAR ENDING

June 30, 2023

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**Prepared For:**

Worknet Pinellas Inc.  
13805 58th street n SUITE 2-140  
Clearwater, FL 33760

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**Prepared By:**

Thomas Howell Ferguson P.A.  
2615 Centennial Blvd., Suite 200  
Tallahassee, FL 32308

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**Amount Due or Refund:**

Not applicable

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**Make Check Payable To:**

Not applicable

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**Mail Tax Return and Check (if applicable) To:**

Not applicable

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**Return Must be Mailed On or Before:**

Not applicable

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**Special Instructions:**

This return has been prepared for electronic filing. If you wish to have it transmitted electronically to the IRS, please sign, date, and return Form 8879-TE to our office. We will then submit the electronic return to the IRS. Do not mail a paper copy of the return to the IRS. Return Form 8879-TE to us by May 15, 2024.

# Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)  
**Do not enter social security numbers on this form as it may be made public.**  
 Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**2022**

Open to Public Inspection

**A** For the **2022** calendar year, or tax year beginning **JUL 1, 2022** and ending **JUN 30, 2023**

<b>B</b> Check if applicable:  <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Name of organization <b>WORKNET PINELLAS INC.</b> Doing business as <b>CAREERSOURCE PINELLAS</b> Number and street (or P.O. box if mail is not delivered to street address) Room/suite <b>13805 58TH STREET N SUITE 2-140</b> City or town, state or province, country, and ZIP or foreign postal code <b>CLEARWATER, FL 33760</b> <b>F</b> Name and address of principal officer: <b>STEVEN MEIER</b> <b>SAME AS C ABOVE</b>	<b>D</b> Employer identification number <b>73-1678180</b> <b>E</b> Telephone number <b>727-608-1709</b> <b>G</b> Gross receipts \$ <b>9,370,623.</b> <b>H(a)</b> Is this a group return for subordinates? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>H(b)</b> Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions <b>H(c)</b> Group exemption number
<b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
<b>J</b> Website: <b>WWW.CAREERSOURCEPINELLAS.COM</b>		
<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		<b>L</b> Year of formation: <b>2001</b> <b>M</b> State of legal domicile: <b>FL</b>

**Part I Summary**

	<b>1</b>	Briefly describe the organization's mission or most significant activities: <b>TO BUILD THE TALENT PIPELINE FOR TODAY &amp; THE FUTURE BY PROVIDING EASY ACCESS TO WORKFORCE SOLUTIONS.</b>		
	<b>2</b>	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
<b>Activities &amp; Governance</b>	<b>3</b>	Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	<b>25</b>
	<b>4</b>	Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	<b>25</b>
	<b>5</b>	Total number of individuals employed in calendar year 2022 (Part V, line 2a)	<b>5</b>	<b>74</b>
	<b>6</b>	Total number of volunteers (estimate if necessary)	<b>6</b>	<b>33</b>
	<b>7a</b>	Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	<b>0.</b>
	<b>7b</b>	Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	<b>0.</b>
	<b>Revenue</b>	<b>8</b>	Contributions and grants (Part VIII, line 1h)	<b>Prior Year</b>
<b>9</b>		Program service revenue (Part VIII, line 2g)	<b>7,501,208.</b>	<b>9,221,292.</b>
<b>10</b>		Investment income (Part VIII, column (A), lines 3, 4, and 7d)	<b>83,552.</b>	<b>108,820.</b>
<b>11</b>		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	<b>7,772.</b>	<b>36,550.</b>
<b>12</b>		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	<b>4,788.</b>	<b>3,961.</b>
<b>12</b>		Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<b>7,597,320.</b>	<b>9,370,623.</b>
<b>Expenses</b>	<b>13</b>	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	<b>452,305.</b>	<b>373,521.</b>
	<b>14</b>	Benefits paid to or for members (Part IX, column (A), line 4)	<b>0.</b>	<b>0.</b>
	<b>15</b>	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	<b>3,489,012.</b>	<b>4,423,937.</b>
	<b>16a</b>	Professional fundraising fees (Part IX, column (A), line 11e)	<b>0.</b>	<b>0.</b>
	<b>b</b>	Total fundraising expenses (Part IX, column (D), line 25)	<b>0.</b>	
	<b>17</b>	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	<b>5,589,974.</b>	<b>4,551,087.</b>
	<b>18</b>	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<b>9,531,291.</b>	<b>9,348,545.</b>
	<b>19</b>	Revenue less expenses. Subtract line 18 from line 12	<b>-1,933,971.</b>	<b>22,078.</b>
<b>Net Assets or Fund Balances</b>	<b>20</b>	Total assets (Part X, line 16)	<b>Beginning of Current Year</b>	<b>End of Year</b>
	<b>21</b>	Total liabilities (Part X, line 26)	<b>1,995,144.</b>	<b>2,459,675.</b>
	<b>22</b>	Net assets or fund balances. Subtract line 21 from line 20	<b>770,565.</b>	<b>1,213,018.</b>
	<b>22</b>	Net assets or fund balances. Subtract line 21 from line 20	<b>1,224,579.</b>	<b>1,246,657.</b>

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer <b>STEVEN MEIER, CEO</b> Type or print name and title	Date			
<b>Paid Preparer Use Only</b>	Print/Type preparer's name <b>STACEY T KOLKA</b>	Preparer's signature	Date	Check if self-employed <input type="checkbox"/>	PTIN <b>P01371120</b>
	Firm's name <b>THOMAS HOWELL FERGUSON P.A.</b>	Firm's EIN <b>59-3186310</b>		Phone no. <b>850-668-8100</b>	
	Firm's address <b>2615 CENTENNIAL BLVD., SUITE 200 TALLAHASSEE, FL 32308</b>				

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission: THE MISSION OF CAREERSOURCE PINELLAS IS TO BUILD THE TALENT PIPELINE FOR TODAY AND THE FUTURE BY PROVIDING EASY ACCESS TO WORKFORCE SOLUTIONS.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.

4a (Code: ) (Expenses \$ 4,850,245. including grants of \$ 331,433. ) (Revenue \$ ) WORKFORCE INNOVATION AND OPPORTUNITY ACT - THE PURPOSE OF THE PROGRAM IS TO BUILD A SKILLED WORKFORCE THAT EMPLOYERS NEED. THIS PROGRAM IS DESIGNED TO PROVIDE TRAINING OPPORTUNITIES IN HIGH DEMAND OCCUPATIONS TO INCREASE EMPLOYMENT, RETENTION AND EARNINGS OF WIOA PROGRAM PARTICIPANTS.

4b (Code: ) (Expenses \$ 2,011,491. including grants of \$ 13,090. ) (Revenue \$ ) TEMPORARY ASSISTANCE FOR NEEDY FAMILIES - THE PURPOSE OF THE TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) PROGRAM IS TO PROVIDE TEMPORARY FINANCIAL HELP TO ELIGIBLE LOW-INCOME FAMILIES. THE PROGRAM IS DESIGNED TO END DEPENDENCE BY NEEDY PARENTS ON GOVERNMENT BENEFITS BY PROMOTING TRAINING, JOB PREPARATION AND WORK.

4c (Code: ) (Expenses \$ 1,136,818. including grants of \$ 22,883. ) (Revenue \$ ) EMPLOYMENT SERVICE CLUSTER - THE PURPOSE OF THE PROGRAM IS TO IMPROVE THE FUNCTIONING OF THE NATION'S LABOR MARKETS BY BRINGING TOGETHER INDIVIDUALS SEEKING EMPLOYMENT WITH EMPLOYERS SEEKING WORKERS. THE SERVICES PROVIDED THROUGH WAGNER PEYSER ARE JOB SEARCH ASSISTANCE, RECRUITING ASSISTANCE FOR EMPLOYERS, MATCHING SERVICES FOR JOB SEEKERS AND EMPLOYERS AND WORK TEST REQUIREMENTS ASSISTANCE FOR UNEMPLOYMENT COMPENSATION CLAIMANTS.

4d Other program services (Describe on Schedule O.) (Expenses \$ 431,500. including grants of \$ 6,115. ) (Revenue \$ 149,331.)

4e Total program service expenses 8,430,054.

Part IV Checklist of Required Schedules

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 1 through 21, with sub-questions a-f for questions 11, 12, and 20. 'Yes' and 'No' columns contain 'X' marks indicating responses.



Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 22 through 38 regarding grants, compensation, tax-exempt bonds, excess benefit transactions, and controlled entities.

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 1a, 1b, and 1c regarding Form 1096, Forms W-2G, and backup withholding rules.



Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No columns. Includes questions 2a through 17 regarding employee counts, tax returns, unrelated business income, foreign accounts, prohibited transactions, and various organizational requirements.

**Part VI Governance, Management, and Disclosure.** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

		Yes	No
<b>1a</b>	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
	1a 25		
<b>b</b>	Enter the number of voting members included on line 1a, above, who are independent		
	1b 25		
<b>2</b>	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
<b>3</b>	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
<b>4</b>	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
<b>5</b>	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
<b>6</b>	Did the organization have members or stockholders?		X
<b>7a</b>	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
<b>b</b>	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
<b>8</b>	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>a</b>	The governing body?	X	
<b>b</b>	Each committee with authority to act on behalf of the governing body?	X	
<b>9</b>	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
<b>10a</b>	Did the organization have local chapters, branches, or affiliates?		X
<b>b</b>	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
<b>10b</b>			
<b>11a</b>	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
<b>b</b>	Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b>	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
<b>b</b>	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
<b>c</b>	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
<b>12c</b>			
<b>13</b>	Did the organization have a written whistleblower policy?	X	
<b>14</b>	Did the organization have a written document retention and destruction policy?	X	
<b>15</b>	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>a</b>	The organization's CEO, Executive Director, or top management official	X	
<b>b</b>	Other officers or key employees of the organization	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
<b>16a</b>	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
<b>b</b>	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		
<b>16b</b>			

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed FL
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website     Another's website     Upon request     Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records  
**THE ORGANIZATION - 727-628-1709**  
**13805 58TH ST. N., SUITE 2-140, CLEARWATER, FL 33760**

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
  - List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
  - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
  - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
  - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) STEVEN MEIER CFO & INTERIM CEO	50.00			X			147,320.	0.	7,366.	
(2) IVONNE ALVAREZ DIRECTOR	1.00	X					0.	0.	0.	
(3) ANGELA BARTON DIRECTOR	1.00	X					0.	0.	0.	
(4) BELINTHIA BERRY DIRECTOR	1.00	X					0.	0.	0.	
(5) LISA CANE DIRECTOR	1.00	X					0.	0.	0.	
(6) BART DIEBOLD DIRECTOR	1.00	X					0.	0.	0.	
(7) CANDIDA DUFF DIRECTOR	1.00	X					0.	0.	0.	
(8) CELESTE FERNANDEZ DIRECTOR	1.00	X					0.	0.	0.	
(9) DAVID FETKENHER DIRECTOR	1.00	X					0.	0.	0.	
(10) RENE FLOWERS DIRECTOR	1.00	X					0.	0.	0.	
(11) JACK GELLER DIRECTOR	1.00	X					0.	0.	0.	
(12) BARCLAY HARLESS TREASURER	1.00	X		X			0.	0.	0.	
(13) WILLIAM HOLLAND DIRECTOR	1.00	X					0.	0.	0.	
(14) JOHN HOWELL DIRECTOR	1.00	X					0.	0.	0.	
(15) MARK HUNT DIRECTOR	1.00	X					0.	0.	0.	
(16) MICHAEL JALAZO DIRECTOR	1.00	X					0.	0.	0.	
(17) KEVIN KNUTSON DIRECTOR	1.00	X					0.	0.	0.	

**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) ESTHER MATTHEWS DIRECTOR	1.00	X						0.	0.	0.
(19) SHAWN MCDONNELL DIRECTOR	1.00	X						0.	0.	0.
(20) REBECCA SARLO DIRECTOR	1.00	X						0.	0.	0.
(21) PATRICIA SAWYER DIRECTOR	1.00	X						0.	0.	0.
(22) ELIZABETH SIPLIN VICE CHAIR	1.00	X		X				0.	0.	0.
(23) SCOTT THOMAS CHAIR	1.00	X		X				0.	0.	0.
(24) ZACHARY WHITE DIRECTOR	1.00	X						0.	0.	0.
(25) KENNETH WILLIAMS SECRETARY	1.00	X		X				0.	0.	0.
(26) GLENN WILLOCKS DIRECTOR	1.00	X						0.	0.	0.
<b>1b Subtotal</b>								147,320.	0.	7,366.
<b>c Total from continuation sheets to Part VII, Section A</b>								0.	0.	0.
<b>d Total (add lines 1b and 1c)</b>								147,320.	0.	7,366.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 1

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual	3	X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	4	X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person	5	X

**Section B. Independent Contractors**

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
MANPOWER 21271 NETWORK PL. , CHICAGO , IL 60673	THIRD PARTY EMPLOYER OF RECORD	412,299.
LINK TECHNOLOGY SERVICES 11284 CALLISIA DR. , ODESSA , FL 33556	IT SERVICE PROVIDER	273,707.
NEW HORIZON COMPUTER LEARNING CENTER , 5402 W. LAUREL ST. , STE. 200 , TAMPA, FL	TRAINING PROVIDER	207,770.
GALEN COLLEGE OF NURSING, 11101 ROOSEVELT BLVD. N. , STE. 201, ST. PETERSBURG, FL	TRAINING PROVIDER	182,620.
NATIONAL AVIATION ACADEMY 6225 ULMERTON RD. , CLEARWATER , FL 33760	TRAINING PROVIDER	166,031.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 9

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

				(A)	(B)	(C)	(D)	
				Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	<b>1 a</b>	Federated campaigns .....	<b>1a</b>					
	<b>b</b>	Membership dues .....	<b>1b</b>					
	<b>c</b>	Fundraising events .....	<b>1c</b>					
	<b>d</b>	Related organizations .....	<b>1d</b>					
	<b>e</b>	Government grants (contributions) .....	<b>1e</b>	9,221,292.				
	<b>f</b>	All other contributions, gifts, grants, and similar amounts not included above ...	<b>1f</b>					
	<b>g</b>	Noncash contributions included in lines 1a-1f	<b>1g</b>	\$				
	<b>h</b>	<b>Total.</b> Add lines 1a-1f .....		9,221,292.				
Program Service Revenue	<b>2 a</b>	TICKET TO WORK	Business Code					
			561300	108,820.	108,820.			
	<b>b</b>							
	<b>c</b>							
	<b>d</b>							
	<b>e</b>							
	<b>f</b>	All other program service revenue .....						
<b>g</b>	<b>Total.</b> Add lines 2a-2f .....			108,820.				
Other Revenue	<b>3</b>	Investment income (including dividends, interest, and other similar amounts) .....		36,550.			36,550.	
	<b>4</b>	Income from investment of tax-exempt bond proceeds .....						
	<b>5</b>	Royalties .....						
	<b>6 a</b>	Gross rents .....	<b>6a</b>	(i) Real				
				(ii) Personal				
	<b>b</b>	Less: rental expenses ...	<b>6b</b>					
	<b>c</b>	Rental income or (loss)	<b>6c</b>					
	<b>d</b>	Net rental income or (loss) .....						
	<b>7 a</b>	Gross amount from sales of assets other than inventory .....	<b>7a</b>	(i) Securities				
				(ii) Other				
	<b>b</b>	Less: cost or other basis and sales expenses .....	<b>7b</b>					
	<b>c</b>	Gain or (loss) .....	<b>7c</b>					
<b>d</b>	Net gain or (loss) .....							
<b>8 a</b>	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18 .....	<b>8a</b>						
<b>b</b>	Less: direct expenses .....	<b>8b</b>						
<b>c</b>	Net income or (loss) from fundraising events .....							
<b>9 a</b>	Gross income from gaming activities. See Part IV, line 19 .....	<b>9a</b>						
<b>b</b>	Less: direct expenses .....	<b>9b</b>						
<b>c</b>	Net income or (loss) from gaming activities .....							
<b>10 a</b>	Gross sales of inventory, less returns and allowances .....	<b>10a</b>						
<b>b</b>	Less: cost of goods sold .....	<b>10b</b>						
<b>c</b>	Net income or (loss) from sales of inventory .....							
Miscellaneous Revenue	<b>11 a</b>	MISCELLANEOUS REVENUE	Business Code					
			900099	3,961.	3,961.			
	<b>b</b>							
	<b>c</b>							
	<b>d</b>	All other revenue .....						
<b>e</b>	<b>Total.</b> Add lines 11a-11d .....			3,961.				
<b>12</b>	<b>Total revenue.</b> See instructions .....			9,370,623.	112,781.	0.	36,550.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
<b>1</b> Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...	373,521.	373,521.		
<b>2</b> Grants and other assistance to domestic individuals. See Part IV, line 22 .....				
<b>3</b> Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 .....				
<b>4</b> Benefits paid to or for members .....				
<b>5</b> Compensation of current officers, directors, trustees, and key employees .....	154,686.		154,686.	
<b>6</b> Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) .....				
<b>7</b> Other salaries and wages .....	3,129,555.	2,833,044.	296,511.	
<b>8</b> Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) .....	144,311.	124,921.	19,390.	
<b>9</b> Other employee benefits .....	709,445.	645,341.	64,104.	
<b>10</b> Payroll taxes .....	285,940.	248,773.	37,167.	
<b>11</b> Fees for services (nonemployees):				
<b>a</b> Management .....				
<b>b</b> Legal .....	61,775.		61,775.	
<b>c</b> Accounting .....	22,407.		22,407.	
<b>d</b> Lobbying .....	25,792.		25,792.	
<b>e</b> Professional fundraising services. See Part IV, line 17				
<b>f</b> Investment management fees .....				
<b>g</b> Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	214,849.	149,067.	65,782.	
<b>12</b> Advertising and promotion .....	35,416.	35,320.	96.	
<b>13</b> Office expenses .....	71,263.	61,600.	9,663.	
<b>14</b> Information technology .....	647,998.	630,113.	17,885.	
<b>15</b> Royalties .....				
<b>16</b> Occupancy .....	356,045.	322,185.	33,860.	
<b>17</b> Travel .....	50,541.	34,157.	16,384.	
<b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
<b>19</b> Conferences, conventions, and meetings .....	13,765.	8,309.	5,456.	
<b>20</b> Interest .....				
<b>21</b> Payments to affiliates .....				
<b>22</b> Depreciation, depletion, and amortization .....	8,854.		8,854.	
<b>23</b> Insurance .....	93,098.	74,017.	19,081.	
<b>24</b> Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
<b>a</b> CUSTOMER TRAINING	2,722,601.	2,722,601.		
<b>b</b> COMMUNICATIONS	97,695.	89,876.	7,819.	
<b>c</b> OTHER EXPENSES	45,475.	5,176.	40,299.	
<b>d</b> CUSTOMER SUPPORT SRVC.	36,384.	34,484.	1,900.	
<b>e</b> All other expenses	47,129.	37,549.	9,580.	
<b>25</b> Total functional expenses. Add lines 1 through 24e	9,348,545.	8,430,054.	918,491.	0.
<b>26</b> Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				



**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
<b>Assets</b>	<b>1</b> Cash - non-interest-bearing .....	1,388,669.	<b>1</b>	1,400,525.
	<b>2</b> Savings and temporary cash investments .....	178,579.	<b>2</b>	181,249.
	<b>3</b> Pledges and grants receivable, net .....	366,644.	<b>3</b>	359,982.
	<b>4</b> Accounts receivable, net .....	3,025.	<b>4</b>	46,388.
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons .....		<b>5</b>	
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) .....		<b>6</b>	
	<b>7</b> Notes and loans receivable, net .....		<b>7</b>	
	<b>8</b> Inventories for sale or use .....		<b>8</b>	
	<b>9</b> Prepaid expenses and deferred charges .....	49,373.	<b>9</b>	59,724.
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....	<b>10a</b> 198,557.		
	<b>b</b> Less: accumulated depreciation .....	<b>10b</b> 198,557.	<b>10c</b>	0.
	<b>11</b> Investments - publicly traded securities .....		<b>11</b>	
	<b>12</b> Investments - other securities. See Part IV, line 11 .....		<b>12</b>	
	<b>13</b> Investments - program-related. See Part IV, line 11 .....		<b>13</b>	
	<b>14</b> Intangible assets .....		<b>14</b>	
	<b>15</b> Other assets. See Part IV, line 11 .....	0.	<b>15</b>	411,807.
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) .....	1,995,144.	<b>16</b>	2,459,675.	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses .....	633,551.	<b>17</b>	793,951.
	<b>18</b> Grants payable .....		<b>18</b>	
	<b>19</b> Deferred revenue .....	137,014.	<b>19</b>	1,302.
	<b>20</b> Tax-exempt bond liabilities .....		<b>20</b>	
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D .....		<b>21</b>	
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons .....		<b>22</b>	
	<b>23</b> Secured mortgages and notes payable to unrelated third parties .....		<b>23</b>	
	<b>24</b> Unsecured notes and loans payable to unrelated third parties .....		<b>24</b>	
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .....	0.	<b>25</b>	417,765.
	<b>26 Total liabilities.</b> Add lines 17 through 25 .....	770,565.	<b>26</b>	1,213,018.
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions .....	1,224,579.	<b>27</b>	1,246,657.
	<b>28</b> Net assets with donor restrictions .....		<b>28</b>	
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input type="checkbox"/> <b>and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds .....		<b>29</b>	
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund .....		<b>30</b>	
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds .....		<b>31</b>	
	<b>32</b> Total net assets or fund balances .....	1,224,579.	<b>32</b>	1,246,657.
<b>33</b> Total liabilities and net assets/fund balances .....	1,995,144.	<b>33</b>	2,459,675.	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	9,370,623.
2	Total expenses (must equal Part IX, column (A), line 25)	2	9,348,545.
3	Revenue less expenses. Subtract line 2 from line 1	3	22,078.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	1,224,579.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	1,246,657.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b	Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F? _____	X	
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits _____	X	

Form 990 (2022)





**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....	9192254.	9441414.	8302926.	7501208.	9221292.	43659094.
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>4 Total.</b> Add lines 1 through 3 .....	9192254.	9441414.	8302926.	7501208.	9221292.	43659094.
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						
<b>6 Public support.</b> Subtract line 5 from line 4.						43659094.

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>7</b> Amounts from line 4 .....	9192254.	9441414.	8302926.	7501208.	9221292.	43659094.
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .....	1,686.	19,106.	14,090.	7,772.	36,550.	79,204.
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on .....						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....	184,944.	120,144.	118,778.	88,340.	112,781.	624,987.
<b>11 Total support.</b> Add lines 7 through 10						44363285.
<b>12</b> Gross receipts from related activities, etc. (see instructions) .....					12	
<b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> .....						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2022 (line 6, column (f), divided by line 11, column (f)) .....	<b>14</b>	98.41	%
<b>15</b> Public support percentage from 2021 Schedule A, Part II, line 14 .....	<b>15</b>	98.81	%
<b>16a 33 1/3% support test - 2022.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....			<input checked="" type="checkbox"/>
<b>b 33 1/3% support test - 2021.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....			<input type="checkbox"/>
<b>17a 10% -facts-and-circumstances test - 2022.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization .....			<input type="checkbox"/>
<b>b 10% -facts-and-circumstances test - 2021.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization .....			<input type="checkbox"/>
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....			<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Table with 7 columns: (a) 2018, (b) 2019, (c) 2020, (d) 2021, (e) 2022, (f) Total. Rows include: 1 Gifts, grants, contributions, and membership fees received; 2 Gross receipts from admissions, merchandise sold or services performed; 3 Gross receipts from activities that are not an unrelated trade or business; 4 Tax revenues levied for the organization's benefit; 5 The value of services or facilities furnished by a governmental unit; 6 Total; 7a Amounts included on lines 1, 2, and 3 received from disqualified persons; 7b Amounts included on lines 2 and 3 received from other than disqualified persons; 8 Public support.

Section B. Total Support

Table with 7 columns: (a) 2018, (b) 2019, (c) 2020, (d) 2021, (e) 2022, (f) Total. Rows include: 9 Amounts from line 6; 10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources; 10b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975; 10c Add lines 10a and 10b; 11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on; 12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.); 13 Total support.

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

Table with 2 columns: Line number, Percentage. Row 15: Public support percentage for 2022 (line 8, column (f), divided by line 13, column (f)) 15 %; Row 16: Public support percentage from 2021 Schedule A, Part III, line 15 16 %

Section D. Computation of Investment Income Percentage

Table with 2 columns: Line number, Percentage. Row 17: Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f)) 17 %; Row 18: Investment income percentage from 2021 Schedule A, Part III, line 17 18 %

19a 33 1/3% support tests - 2022. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2021. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
<b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
<b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
<b>b</b> Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>c</b> Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
<b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

Table with 3 columns: Question, Yes, No. Row 11: Has the organization accepted a gift or contribution from any of the following persons? Sub-rows 11a, 11b, 11c.

Section B. Type I Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? Row 2: Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization?

Section C. Type II Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)?

Section D. All Type III Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided? Row 2: Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? Row 3: By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year?

Section E. Type III Functionally Integrated Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions). Sub-rows a, b, c. Row 2: Activities Test. Answer lines 2a and 2b below. Sub-rows a, b. Row 3: Parent of Supported Organizations. Answer lines 3a and 3b below. Sub-rows a, b.



**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 ( explain in Part VI). See instructions.  
 All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

<b>Section D - Distributions</b>		<b>Current Year</b>
<b>1</b>	Amounts paid to supported organizations to accomplish exempt purposes	<b>1</b>
<b>2</b>	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	<b>2</b>
<b>3</b>	Administrative expenses paid to accomplish exempt purposes of supported organizations	<b>3</b>
<b>4</b>	Amounts paid to acquire exempt-use assets	<b>4</b>
<b>5</b>	Qualified set-aside amounts (prior IRS approval required - <i>provide details in Part VI</i> )	<b>5</b>
<b>6</b>	Other distributions ( <i>describe in Part VI</i> ). See instructions.	<b>6</b>
<b>7</b>	<b>Total annual distributions.</b> Add lines 1 through 6.	<b>7</b>
<b>8</b>	Distributions to attentive supported organizations to which the organization is responsive ( <i>provide details in Part VI</i> ). See instructions.	<b>8</b>
<b>9</b>	Distributable amount for 2022 from Section C, line 6	<b>9</b>
<b>10</b>	Line 8 amount divided by line 9 amount	<b>10</b>

<b>Section E - Distribution Allocations</b> (see instructions)	<b>(i) Excess Distributions</b>	<b>(ii) Underdistributions Pre-2022</b>	<b>(iii) Distributable Amount for 2022</b>
<b>1</b> Distributable amount for 2022 from Section C, line 6			
<b>2</b> Underdistributions, if any, for years prior to 2022 (reasonable cause required - <i>explain in Part VI</i> ). See instructions.			
<b>3</b> Excess distributions carryover, if any, to 2022			
<b>a</b> From 2017			
<b>b</b> From 2018			
<b>c</b> From 2019			
<b>d</b> From 2020			
<b>e</b> From 2021			
<b>f</b> <b>Total</b> of lines 3a through 3e			
<b>g</b> Applied to underdistributions of prior years			
<b>h</b> Applied to 2022 distributable amount			
<b>i</b> Carryover from 2017 not applied (see instructions)			
<b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
<b>4</b> Distributions for 2022 from Section D, line 7: \$			
<b>a</b> Applied to underdistributions of prior years			
<b>b</b> Applied to 2022 distributable amount			
<b>c</b> Remainder. Subtract lines 4a and 4b from line 4.			
<b>5</b> Remaining underdistributions for years prior to 2022, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
<b>6</b> Remaining underdistributions for 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
<b>7</b> <b>Excess distributions carryover to 2023.</b> Add lines 3j and 4c.			
<b>8</b> Breakdown of line 7:			
<b>a</b> Excess from 2018			
<b>b</b> Excess from 2019			
<b>c</b> Excess from 2020			
<b>d</b> Excess from 2021			
<b>e</b> Excess from 2022			

Schedule A (Form 990) 2022



**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**SCHEDULE A, PART II, LINE 10, EXPLANATION FOR OTHER INCOME:**

**MISCELLANEOUS**

2020 AMOUNT: \$ 691.

2021 AMOUNT: \$ 263.

2022 AMOUNT: \$ 431.

**TICKET TO WORK**

2018 AMOUNT: \$ 62,982.

2019 AMOUNT: \$ 99,153.

2020 AMOUNT: \$ 109,259.

2021 AMOUNT: \$ 82,552.

2022 AMOUNT: \$ 108,820.

**SPONSORSHIPS**

2018 AMOUNT: \$ 23,915.

2019 AMOUNT: \$ 4,466.

2021 AMOUNT: \$ 2,000.

**OTHER PROGRAM SERVICE REVENUE**

2018 AMOUNT: \$ 98,047.

2019 AMOUNT: \$ 16,525.

2020 AMOUNT: \$ 1,290.

**TABACCO FREE FLORIDA REVENUE**

2020 AMOUNT: \$ 7,538.

2021 AMOUNT: \$ 3,525.

2022 AMOUNT: \$ 3,530.

**Part VI**

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Multiple horizontal lines for supplemental information.

**Schedule B**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

Attach to Form 990 or Form 990-PF.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2022**

Name of the organization

**WORKNET PINELLAS INC.**

Employer identification number

**73-1678180**

Organization type (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

501(c)( 3 ) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ..... \$ \_\_\_\_\_

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization  <b>WORKNET PINELLAS INC.</b>	Employer identification number  <b>73-1678180</b>
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**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  200 INDEPENDENCE AVENUE, S.W.  WASHINGTON, DC 20201	\$ 2,249,008.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	U.S. DEPARTMENT OF LABOR  200 CONSTITUTION AVE NW  WASHINGTON, DC 20210	\$ 6,557,238.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	U.S. DEPARTMENT OF AGRICULTURE  1400 INDEPENDENCE AVENUE SW  WASHINGTON, DC 20250	\$ 415,046.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization  <b>WORKNET PINELLAS INC.</b>	Employer identification number  <b>73-1678180</b>
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**Part II Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____

Name of organization  <b>WORKNET PINELLAS INC.</b>	Employer identification number  <b>73-1678180</b>
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**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this info. once.) \$ \_\_\_\_\_  
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
<b>(e) Transfer of gift</b>			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
<b>(e) Transfer of gift</b>			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
<b>(e) Transfer of gift</b>			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
<b>(e) Transfer of gift</b>			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	

**SCHEDULE C**  
**(Form 990)**

**Political Campaign and Lobbying Activities**

OMB No. 1545-0047

**2022**

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

For Organizations Exempt From Income Tax Under section 501(c) and section 527  
Complete if the organization is described below. Attach to Form 990 or Form 990-EZ.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

If the organization answered "Yes," on Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

If the organization answered "Yes," on Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

If the organization answered "Yes," on Form 990, Part IV, line 5 (Proxy Tax) (See separate instructions) or Form 990-EZ, Part V, line 35c (Proxy Tax) (See separate instructions), then

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization <b>WORKNET PINELLAS INC.</b>	Employer identification number <b>73-1678180</b>
--	---

**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

- 1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.
- 2 Political campaign activity expenditures ..... \$ \_\_\_\_\_
- 3 Volunteer hours for political campaign activities .....

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

- 1 Enter the amount of any excise tax incurred by the organization under section 4955 ..... \$ \_\_\_\_\_
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955 ..... \$ \_\_\_\_\_
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? .....  Yes  No
- 4a Was a correction made? .....  Yes  No
- b If "Yes," describe in Part IV.

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ..... \$ \_\_\_\_\_
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ..... \$ \_\_\_\_\_
- 3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b ..... \$ \_\_\_\_\_
- 4 Did the filing organization file Form 1120-POL for this year? .....  Yes  No
- 5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds. If none, enter -0-.	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-.

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990) 2022

LHA

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96



**Part II-A Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).**

- A Check  if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).
- B Check  if the filing organization checked box A and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)	(a) Filing organization's totals	(b) Affiliated group totals												
<b>1a</b> Total lobbying expenditures to influence public opinion (grassroots lobbying) .....														
<b>b</b> Total lobbying expenditures to influence a legislative body (direct lobbying) .....														
<b>c</b> Total lobbying expenditures (add lines 1a and 1b) .....														
<b>d</b> Other exempt purpose expenditures .....														
<b>e</b> Total exempt purpose expenditures (add lines 1c and 1d) .....														
<b>f</b> Lobbying nontaxable amount. Enter the amount from the following table in both columns.														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">If the amount on line 1e, column (a) or (b) is:</th> <th style="width: 70%;">The lobbying nontaxable amount is:</th> </tr> </thead> <tbody> <tr> <td>Not over \$500,000</td> <td>20% of the amount on line 1e.</td> </tr> <tr> <td>Over \$500,000 but not over \$1,000,000</td> <td>\$100,000 plus 15% of the excess over \$500,000.</td> </tr> <tr> <td>Over \$1,000,000 but not over \$1,500,000</td> <td>\$175,000 plus 10% of the excess over \$1,000,000.</td> </tr> <tr> <td>Over \$1,500,000 but not over \$17,000,000</td> <td>\$225,000 plus 5% of the excess over \$1,500,000.</td> </tr> <tr> <td>Over \$17,000,000</td> <td>\$1,000,000.</td> </tr> </tbody> </table>	If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:	Not over \$500,000	20% of the amount on line 1e.	Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.	Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.	Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.	Over \$17,000,000	\$1,000,000.		
If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:													
Not over \$500,000	20% of the amount on line 1e.													
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.													
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.													
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.													
Over \$17,000,000	\$1,000,000.													
<b>g</b> Grassroots nontaxable amount (enter 25% of line 1f) .....														
<b>h</b> Subtract line 1g from line 1a. If zero or less, enter -0- .....														
<b>i</b> Subtract line 1f from line 1c. If zero or less, enter -0- .....														
<b>j</b> If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No												

**4-Year Averaging Period Under Section 501(h)**  
 (Some organizations that made a section 501(h) election do not have to complete all of the five columns below.  
 See the separate instructions for lines 2a through 2f.)

Lobbying Expenditures During 4-Year Averaging Period					
Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) Total
<b>2a</b> Lobbying nontaxable amount					
<b>b</b> Lobbying ceiling amount (150% of line 2a, column(e))					
<b>c</b> Total lobbying expenditures					
<b>d</b> Grassroots nontaxable amount					
<b>e</b> Grassroots ceiling amount (150% of line 2d, column (e))					
<b>f</b> Grassroots lobbying expenditures					

**Part II-B Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).**

For each "Yes" response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.	(a)		(b)
	Yes	No	Amount
<b>1</b> During the year, did the filing organization attempt to influence foreign, national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
<b>a</b> Volunteers?		X	
<b>b</b> Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?		X	
<b>c</b> Media advertisements?		X	
<b>d</b> Mailings to members, legislators, or the public?		X	
<b>e</b> Publications, or published or broadcast statements?		X	
<b>f</b> Grants to other organizations for lobbying purposes?		X	
<b>g</b> Direct contact with legislators, their staffs, government officials, or a legislative body?	X		25,792.
<b>h</b> Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?		X	
<b>i</b> Other activities?		X	
<b>j</b> Total. Add lines 1c through 1i			25,792.
<b>2a</b> Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?		X	
<b>b</b> If "Yes," enter the amount of any tax incurred under section 4912			
<b>c</b> If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
<b>d</b> If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

**Part III-A Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).**

	Yes	No
<b>1</b> Were substantially all (90% or more) dues received nondeductible by members?	1	
<b>2</b> Did the organization make only in-house lobbying expenditures of \$2,000 or less?	2	
<b>3</b> Did the organization agree to carry over lobbying and political campaign activity expenditures from the prior year?	3	

**Part III-B Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No" OR (b) Part III-A, line 3, is answered "Yes."**

<b>1</b> Dues, assessments and similar amounts from members	1
<b>2</b> Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).	
<b>a</b> Current year	2a
<b>b</b> Carryover from last year	2b
<b>c</b> Total	2c
<b>3</b> Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3
<b>4</b> If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditures next year?	4
<b>5</b> Taxable amount of lobbying and political expenditures. See instructions	5

**Part IV Supplemental Information**

Provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, lines 1 and 2 (See instructions); and Part II-B, line 1. Also, complete this part for any additional information.

**PART II-B, LINE 1, LOBBYING ACTIVITIES:**

AN OUTSIDE FIRM WAS HIRED TO ASSIST ORGANIZATION NAVIGATE THROUGH FLORIDA LEGISLATION IMPACTING WORKFORCE-RELATED PROGRAMS AND SERVICES, READ THROUGH EACH BILL TO HIGHLIGHT AREAS OF CONCERN, AND MEET WITH LEGISLATORS AND STAFF TO REPRESENT WORKNET PINELLAS.

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

Open to Public Inspection

Name of the organization WORKNET PINELLAS INC. Employer identification number 73-1678180

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 3 columns: Question, (a) Donor advised funds, (b) Funds and other accounts. Rows include total number at end of year, aggregate value of contributions, grants, and end of year, and two yes/no questions regarding donor property and grant fund usage.

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Table with 3 columns: Question, (a) Donor advised funds, (b) Funds and other accounts. Rows include purpose of easements, a table for held at end of tax year (2a-2d), and various questions about monitoring, expenses, and reporting.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Table with 3 columns: Question, (a) Donor advised funds, (b) Funds and other accounts. Rows include questions about reporting art and historical treasures, and a table for amounts required to be reported under FASB ASC 958.

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**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a  Public exhibition
  - b  Scholarly research
  - c  Preservation for future generations
  - d  Loan or exchange program
  - e  Other \_\_\_\_\_
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- |                                 | Amount |
|---------------------------------|--------|
| c Beginning balance             | 1c     |
| d Additions during the year     | 1d     |
| e Distributions during the year | 1e     |
| f Ending balance                | 1f     |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V Endowment Funds.** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment \_\_\_\_\_%
  - b Permanent endowment \_\_\_\_\_%
  - c Term endowment \_\_\_\_\_%
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- |   | Yes    | No |
|---|--------|----|
| (i) Unrelated organizations   | 3a(i)  |    |
| (ii) Related organizations  | 3a(ii) |    |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? <input type="checkbox"/> | 3b     |    |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		67,859.	67,859.	0.
d Equipment		130,698.	130,698.	0.
e Other				
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				0.

**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives .....		
(2) Closely held equity interests .....		
(3) Other .....		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) RIGHT OF USE ASSET	411,807.
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.)	411,807.

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) LEASE LIABILITY	417,765.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.)	417,765.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ...

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total revenue, gains, and other support per audited financial statements .....	<b>1</b>	9,370,623.
<b>2</b>	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
<b>a</b>	Net unrealized gains (losses) on investments .....	<b>2a</b>	
<b>b</b>	Donated services and use of facilities .....	<b>2b</b>	
<b>c</b>	Recoveries of prior year grants .....	<b>2c</b>	
<b>d</b>	Other (Describe in Part XIII.) .....	<b>2d</b>	
<b>e</b>	Add lines <b>2a</b> through <b>2d</b> .....	<b>2e</b>	0.
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b> .....	<b>3</b>	9,370,623.
<b>4</b>	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b .....	<b>4a</b>	
<b>b</b>	Other (Describe in Part XIII.) .....	<b>4b</b>	
<b>c</b>	Add lines <b>4a</b> and <b>4b</b> .....	<b>4c</b>	0.
<b>5</b>	Total revenue. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 12.) .....	<b>5</b>	9,370,623.

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total expenses and losses per audited financial statements .....	<b>1</b>	9,348,545.
<b>2</b>	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
<b>a</b>	Donated services and use of facilities .....	<b>2a</b>	
<b>b</b>	Prior year adjustments .....	<b>2b</b>	
<b>c</b>	Other losses .....	<b>2c</b>	
<b>d</b>	Other (Describe in Part XIII.) .....	<b>2d</b>	
<b>e</b>	Add lines <b>2a</b> through <b>2d</b> .....	<b>2e</b>	0.
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b> .....	<b>3</b>	9,348,545.
<b>4</b>	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b .....	<b>4a</b>	
<b>b</b>	Other (Describe in Part XIII.) .....	<b>4b</b>	
<b>c</b>	Add lines <b>4a</b> and <b>4b</b> .....	<b>4c</b>	0.
<b>5</b>	Total expenses. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 18.) .....	<b>5</b>	9,348,545.

**Part XIII Supplemental Information.**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

WITH FEW EXCEPTIONS, THE ORGANIZATION IS NO LONGER SUBJECT TO EXAMINATIONS BY MAJOR TAX JURISDICTIONS FOR YEARS ENDED JUNE 30, 2019, AND PRIOR.

**SCHEDULE I  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Grants and Other Assistance to Organizations,  
Governments, and Individuals in the United States**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.  
**Attach to Form 990.**  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2022**

**Open to Public  
Inspection**

Name of the organization **WORKNET PINELLAS INC.** Employer identification number **73-1678180**

**Part I General Information on Grants and Assistance**

- 1** Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?  **Yes**  **No**
- 2** Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

**Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments.** Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

<b>1 (a)</b> Name and address of organization or government	<b>(b)</b> EIN	<b>(c)</b> IRC section (if applicable)	<b>(d)</b> Amount of cash grant	<b>(e)</b> Amount of noncash assistance	<b>(f)</b> Method of valuation (book, FMV, appraisal, other)	<b>(g)</b> Description of noncash assistance	<b>(h)</b> Purpose of grant or assistance
PINELLAS EDUCATION FOUNDATION 12090 STAARKEY ROAD LARGO, FL 33773	59-2688253	501(C)(3)	327,636.	0.			FEDERAL GRANT SUBRECIPIENT EMPLOYMENT TRAINING.
THE KAISER GROUP (DE), LLC DBA DYNAMIC - 237 SOUTH STREET - WAUKESHA, WI 53186	39-1354364		45,885.	0.			FEDERAL GRANT SUBRECIPIENT ONE STOP OPERATOR

**2** Enter total number of section 501(c)(3) and government organizations listed in the line 1 table 1.

**3** Enter total number of other organizations listed in the line 1 table 1.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule I (Form 990) 2022



**Part III** Grants and Other Assistance to Domestic Individuals. Complete if the organization answered "Yes" on Form 990, Part IV, line 22.  
Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance

**Part IV** Supplemental Information. Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

PART I, LINE 2:

THE ORGANIZATION HAS ENGAGED PROFESSIONAL CONTRACTORS TO MONITOR THE ORGANIZATION RECEIVING GRANT FUNDS.

**SCHEDULE J  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Compensation Information**

For certain Officers, Directors, Trustees, Key Employees, and Highest  
Compensated Employees  
Complete if the organization answered "Yes" on Form 990, Part IV, line 23.  
Attach to Form 990.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2022**

Open to Public  
Inspection

Name of the organization

**WORKNET PINELLAS INC.**

Employer identification number

**73-1678180**

**Part I Questions Regarding Compensation**

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- |  |  |
|--|--|
| <input type="checkbox"/> First-class or charter travel             | <input type="checkbox"/> Housing allowance or residence for personal use   |
| <input type="checkbox"/> Travel for companions                     | <input type="checkbox"/> Payments for business use of personal residence   |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees     |
| <input type="checkbox"/> Discretionary spending account            | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

**b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain .....

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a? .....

**3** Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Compensation committee   | <input checked="" type="checkbox"/> Written employment contract                     |
| <input type="checkbox"/> Independent compensation consultant | <input checked="" type="checkbox"/> Compensation survey or study                    |
| <input type="checkbox"/> Form 990 of other organizations     | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment? .....
- b** Participate in or receive payment from a supplemental nonqualified retirement plan? .....
- c** Participate in or receive payment from an equity-based compensation arrangement? .....
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

**Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization? .....
- b** Any related organization? .....
- If "Yes" on line 5a or 5b, describe in Part III.

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization? .....
- b** Any related organization? .....
- If "Yes" on line 6a or 6b, describe in Part III.

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III .....

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III .....

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)? .....

	Yes	No
<b>1a</b>		
<b>1b</b>		
<b>2</b>		
<b>3</b>		
<b>4a</b>	X	
<b>4b</b>		X
<b>4c</b>		X
<b>5a</b>		X
<b>5b</b>		X
<b>6a</b>		X
<b>6b</b>		X
<b>7</b>		X
<b>8</b>		X
<b>9</b>		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2022

**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

**Note:** The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) STEVEN MEIER CFO & INTERIM CEO	(i)	134,740.	0.	12,580.	7,366.	0.	154,686.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
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	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

**Part III** Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

PART I, LINE 4A:

PER TERMS OF SEVERANCE AGREEMENT WITH MS. JENNIFER BRACKNEY, FORMER CEO,  
MS. BRACKNEY RECEIVED 6 WEEKS OF HER BASE SALARY WHICH WAS \$21,747.14. IN  
ADDITION, MS. BRACKNEY WAS PAID FOR HER ACCRUED AND UNUSED PTO WHICH WAS  
\$31,651.16. THE ABOVE WAS PAID DURING CALENDAR YEAR 2022.

**SCHEDULE O  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.  
Attach to Form 990 or Form 990-EZ.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2022**

Open to Public  
Inspection

Name of the organization

WORKNET PINELLAS INC.

Employer identification number

73-1678180

FORM 990, PART VI, SECTION B, LINE 11B:

FORM 990 AND ACCOMPANYING SCHEDULES ARE PREPARED BY AN INDEPENDENT ACCOUNTING FIRM. THE FORM AND ACCOMPANYING SCHEDULES ARE REVIEWED BY THE ORGANIZATION'S FINANCE STAFF. THE REVIEWED FORM AND ACCOMPANYING SCHEDULES ARE PROVIDED TO THE BOARD OF DIRECTORS FOR REVIEW AND APPROVAL. ALL ISSUES AND QUESTIONS ARE RESOLVED WITH THE INDEPENDENT ACCOUNTING FIRM PRIOR TO FILING WITH THE INTERNAL REVENUE SERVICE CENTER.

FORM 990, PART VI, SECTION B, LINE 12C:

INTERNALLY, IT IS THE RESPONSIBILITY OF SENIOR MANAGEMENT TO REVIEW THE AGENDAS AND IDENTIFY ANY POSSIBLE CONFLICTS OF INTEREST PRIOR TO THE BOARD MEETINGS. THE ATTORNEY ATTENDS THE BOARD MEETINGS AND MONITORS RELATED PARTY TRANSACTIONS. BOARD MEMBERS ARE RESPONSIBLE FOR DISCLOSING ANY RELATED PARTY INTEREST AND ANNUALLY SIGN CONFLICT OF INTEREST FORMS.

FORM 990, PART VI, SECTION B, LINE 15:

THE ORGANIZATION DETERMINES COMPENSATION OF THE CEO AND OTHER EMPLOYEES OF THE ORGANIZATION BY UTILIZING A THIRD PARTY REPORT THAT COMPARES SALARY RANGES OF ALL COMPARABLE AGENCIES IN FLORIDA. AN EVALUATION PROCEDURE IS UTILIZED TO DETERMINE THE AMOUNT OF ANY SALARY INCREASES. THE SALARY INCREASES ARE RECOMMENDED BY THE COMPENSATION COMMITTEE AND/OR THE AD HOC CEO REVIEW COMMITTEE AND APPROVED BY THE BOARD OF DIRECTORS.

FORM 990, PART VI, SECTION C, LINE 19:

THE ORGANIZATION MAKES ITS GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY AND FINANCIAL STATEMENTS AVAILABLE TO THE PUBLIC UPON REQUEST.

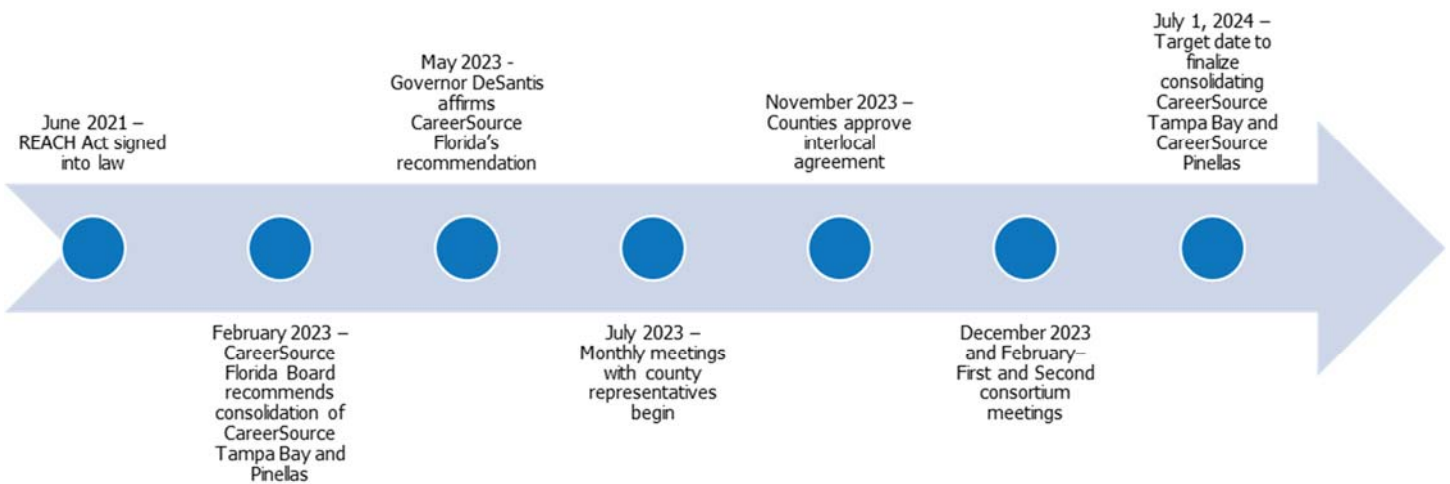
LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990) 2022



## INFORMATION ITEM 1

### CareerSource Pinellas/Tampa Bay Consolidation Update



#### **December 5, 2023 Consortium Meeting**

- Consortium members – two Commissioners from each County
  - Pinellas County – Commissioners Flowers (Vice-Chair) and Latvala
  - Hillsborough County – Commissioners Myers (Chair) and Wostal
- Advisory Committee Members Appointed
  - CareerSource Pinellas – Scott Thomas (Chair) and Barclay Harless
  - CareerSource Tampa Bay – Sean Butler and Gary Hartfield
- Approved issuance of Request for Quote for CEO Search
- Approved GrayRobinson to perform legal services required for new entity
  - Conduct due diligence
  - Plan of Merger. This is the document that is required by statute to be approved by both CareerSource Boards. The Plan will identify an effective date of the merger and will direct both parties to file the Articles of Merger with the Secretary of State on that date. The form of the Articles of Merger will also be approved by the Boards at that time.
  - Articles of Merger – On the effective date of the Merger, the Articles of Merger, in the form approved by the Boards, will be signed by both CEOs and filed with the Secretary of State and from that point CSTB continues in existence as the combined entity.
  - Finalize By-laws



## **INFORMATION ITEM 1 (cont.)**

### **CareerSource Pinellas/Tampa Bay Consolidation Update**

#### **February 6, 2024, Consortium Meeting**

- Approved selection process for LWDB Legal Counsel
  - CareerSource Pinellas personnel finalizing RFP for Legal Services

#### **April 2, 2024, Consortium Meeting (expected agenda items)**

- Approve By-laws for merged entity
- Appointment of new board members for new entity

#### **Ongoing Items**

- Bi-weekly Advisory Committee meetings
- CEO Search Firm selected and process initiated
- HR RFP Issued to select firm to review benefit structure between two entities as well as organization structure of two entities
- Operational Workgroups meeting to discuss similarities and differences between CareerSource Pinellas and Tampa Bay
  - Will be finalizing recommendations for new entity





## **INFORMATION ITEM 2**

### **2024 Regional Competitiveness Summary Report**

#### **State of the Region**

The *2024 Tampa Bay E-Insights Report* and the *2024 Regional Competitiveness Report* were released in February. The annual reports were a dual effort by the University of South Florida Muma College of Business and the Tampa Bay Partnership. Tampa Bay is defined as the region consisting of eight counties: Citrus, Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk and Sarasota.

The research tracks economic competitiveness and growth of the region in 67 indicators that fall into five categories that drive the regional economy: economic vitality, innovation, infrastructure, talent and civic quality. These indicators are compared to 19 U.S. metro areas of similar size — a list that includes South Florida, Orlando, Minneapolis-St. Paul, Atlanta, and Nashville. The comparison communities reflect metro areas that are similar to Tampa Bay based on factors such as population, demography, the size of the economy, and the presence of regional assets — including ports and research universities — as well as the frequency of competition for economic development projects.

What are some of the key takeaways?

- Tampa Bay improved annual performance in 34 of 61 indicators (excluding six indicators that used new metrics for assessment).
- Tampa Bay leads the nation in attracting new residents of all ages.
- Tampa Bay households use 42.61% of their budgets to pay for housing expenditures. This is 12.61% higher than the general rule that housing should not account for more than 30% of a household's budget. When transportation expenses are added, the average household spends \$0.57 of every dollar earned on those two categories.
- The average Tampa Bay wage is less than the national average.
  - Overall, the average salary is \$60,843 in Tampa Bay. The national average is \$70,346 — 15.6% more than Tampa Bay. That average puts Tampa Bay near the bottom of the list of 20 metro areas, at No.18.
- Found a strong rate of new business starts, the fifth best among 19 competing metro areas and well ahead of the national average.
- The region faces challenges with increasing commute times, ranking in the bottom half with a comparatively higher percentage of workers having 30-plus minutes commute times.
- As Tampa Bay grows, the strain on the average family increased in 2023, "with housing and transportation expenses accounting for nearly 57 cents of every dollar spent, compared to 54 cents" in the previous year.



## **INFORMATION ITEM 2 (cont.)**

### **2024 Regional Competitiveness Summary Report**

#### **State of the Region**

Tampa Bay ranks in the top half in 13 of the 58 indicators we can compare against the national competitive set (22.41%). The region ranks in the bottom quintile in 27 indicators (46.55%).

“The 2024 Regional Competitiveness Report indicators tell the story of a burgeoning, successful, and bright region on the rise but one with a very real adorability crisis. The Tampa Bay region's growth is only positive if the cost of doing business in the sunshine does not hinder residents' well-being.”

Visit [www.stateoheregion.com](http://www.stateoheregion.com) to learn more.



## INFORMATION ITEM 3

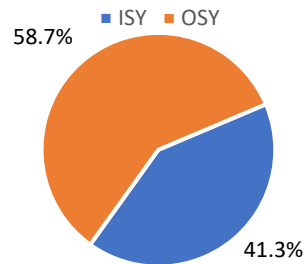
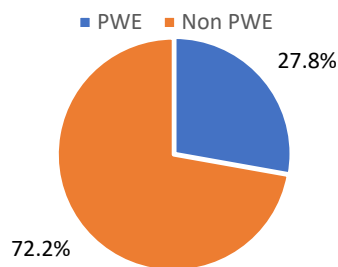
### One-Stop Committee Goals for PY'2023 – 2024 Through December 31<sup>st</sup>, 2023

**1. One-stop Delivery system:**

- a. Increase traffic by 20% in career centers, while continuing to offer quality virtual services.
- b. Increase participation in workshops by 20%.
- c. Increase the number of EF participants by 10%

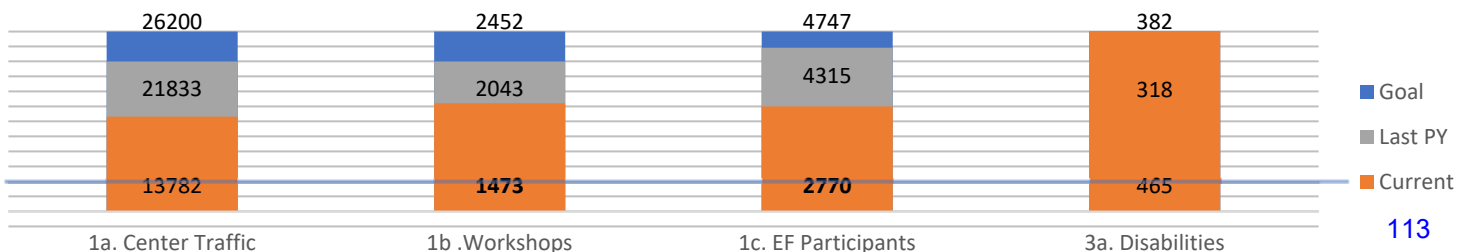
**2. Youth:**

- a. Meet required WIOA metrics of 20% paid work experience and 50% of Out-of-School Youth.
- b. Meet or exceed 90% of negotiated performance goals for Credential Attainment Rate (84.1%) and Measurable Skill Gains (65%). \*Reported on the WIOA Performance Indicators Page



**3. Provision of Services to individuals with Disabilities:**

- a. Increase services to individuals with disabilities by 20%.



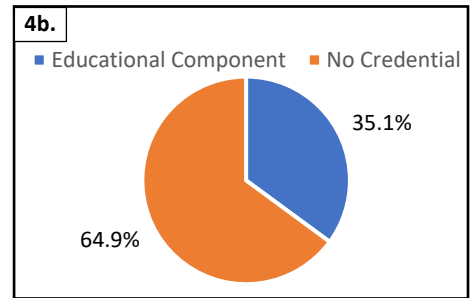
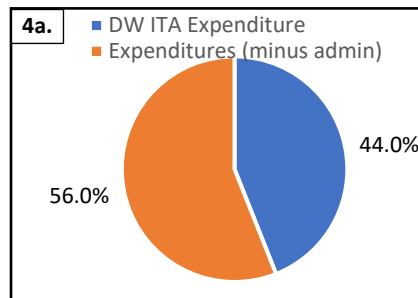
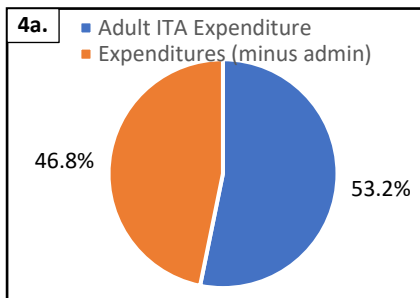


## INFORMATION ITEM 3 (cont.)

### One-Stop Committee Goals for PY'2023 – 2024 Through December 31<sup>st</sup>, 2023

**4. Training of Individuals under the Workforce Innovative Opportunity Act:**

- a. Meet required WIOA metrics of 35% for Individual Training Account (ITA) expenditures for both WIOA Adult and WIOA Dislocated Workers.
- b. Meet or exceed 90% of negotiated performance goals for Credential Attainment Rate (87%) and Measurable Skill Gains (65%) for WIOA Adults. \*Reported on the WIOA Performance Indicators Page
- c. Meet or exceed 90% of negotiated performance goals for Credential Attainment Rate (86.5%) and Measurable Skill Gains (65%) for WIOA Dislocated Workers \*Reported on the WIOA Performance Indicators Page
- d. Increase the number of job placements for WIOA participants by 10%.

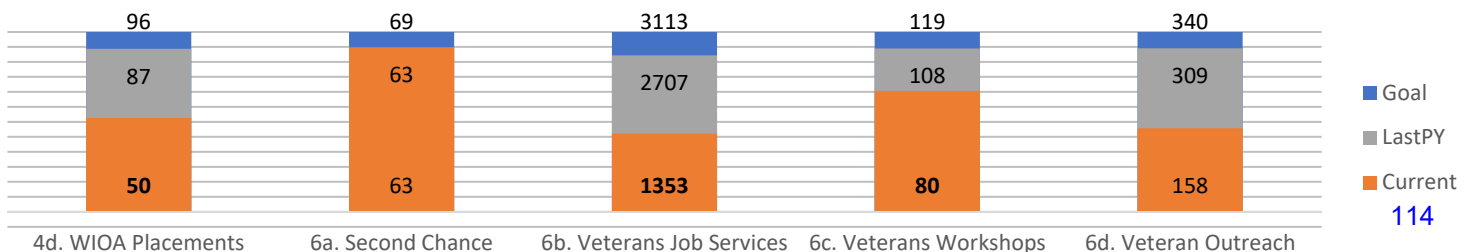


**5. Welfare Transition Customers:**

- a. Ensure at least 5% of Welfare Transition customers successfully complete at least one Florida Ready to Work credential.
- b. Co-enroll 5% of Welfare Transition customers into WIOA Title II and Title IV programs.

**6. Services and Programs delivered to recognized target groups:**

- a. Increase the number of Second Chance employers by 10%.
- b. Increase the number of assisted job services to veterans by 15%.
- c. Increase the number of veterans participating in workshops by 10%.
- d. Increase the number of employer outreach for veterans by 10%





# INFORMATION ITEM 4

Measures	PY2022-2023 1st Quarter Performance	PY2022-2023 % of Performance Goal Met For Q1	PY2022-2023 2nd Quarter Performance	PY2022-2023 % of Performance Goal Met For Q2	PY2022-2023 3rd Quarter Performance	PY2022-2023 % of Performance Goal Met For Q3	PY2022-2023 4th Quarter Performance	PY2022-2023 % of Performance Goal Met For Q4	PY2022-2023 Performance Goals	PY2023-2024 1st Quarter Performance	PY2023-2024 % of Performance Goal Met For Q1	PY2023-2024 Performance Goals
<b>Adults:</b>												
Employed 2nd Qtr After Exit	81.8	88.91	75.8	82.39	80.1	87.07	82.9	90.11	92	86.9	94.46	92
Median Wage 2nd Quarter After	\$10,506.00	97.82	\$10,619.00	98.87	\$10,506	97.82	\$9,755	90.83	\$10,740	\$10,190	94.88	\$10,740
Employed 4th Qtr After Exit	90.6	100.44	75.4	83.59	82.8	91.8	83.6	92.68	90.2	82.8	91.8	90.2
Credential Attainment Rate	80.4	92.41	67.1	77.13	67.2	77.24	63.9	73.45	87	63.4	72.87	87
Measurable Skill Gains	58.3	89.69	56.6	87.08	56.3	86.62	65.1	100.15	65	72.6	106.76	68
<b>Dislocated Workers:</b>												
Employed 2nd Qtr After Exit	78.6	89.32	71.8	8159.09%	73.2	83.18	80.5	91.48	88	79.8	90.68	88
Median Wage 2nd Quarter After	\$11,409.00	121.77	\$11,667.00	124.53	\$11,667	124.53	\$12,574	134.2	\$9,369	\$15,000	160.1	\$9,369
Employed 4th Qtr After Exit	90.4	107.36	77.2	91.69	79.3	94.18	76.8	91.21	84.2	72.9	86.58	84.2
Credential Attainment Rate	93.5	108.09	86.9	100.46	87.3	100.92	82.5	95.38	86.5	77.9	90.06	86.5
Measurable Skill Gains	45	69.23	39.2	60.31	39.8	61.23	55.6	85.54	65	61	89.71	68
<b>Youth:</b>												
Employed 2nd Qtr After Exit	82.3	98.56	81	97.01	82.2	98.44	88.6	106.11	83.5	87.6	104.91	83.5
Median Wage 2nd Quarter After	\$4,866.00	103.58	\$4,965	105.68	\$5,282	112.42	\$6,019	128.12	\$4,698	\$6,100	129.84	\$4,698
Employed 4th Qtr After Exit	86.4	106.67	77	95.06	82	101.23	82.6	101.98	81	82.2	101.48	81
Credential Attainment Rate	79.8	94.89	80.3	95.48	81.5	96.91	80.7	95.96	84.1	82.5	98.1	84.1
Measurable Skill Gains	55.7	85.69	50.7	78	52.6	80.92	74.8	115.08	65	67.1	98.68	68
<b>Wagner Peyser:</b>												
Employed 2nd Qtr After Exit	60.9	96.36	60.2	95.25	65.6	103.8	65.6	103.8	63.2	66.8	105.7	63.2
Median Wage 2nd Quarter After	\$6,839.00	104.97	\$6,808.00	104.5	\$7,421	113.91	\$7,552	115.92	\$6,515	\$8,162	125.27	\$6,515
Employed 4th Qtr After Exit	63.6	100.63	61.4	97.15	66.4	105.06	67.2	106.33	63.2	68.3	108.07	63.2

Not Met (less than 90% of negotiated)
Met (90-100% of negotiated)
Exceeded (greater than 100% of negotiated)



## **INFORMATION ITEM 5**

### **REACH Act Letter Grades**

#### **For Quarter One of 2023 - 2024 Program Year**

Under the 2021 Reimagining Education and Career Help (REACH) Act, the Governor's REACH Office developed the criteria for the letter grades in collaboration with stakeholders including leaders from CareerSource Florida, the Department of Economic Opportunity, the Department of Education and local workforce development boards (LWDBs). Those criteria include:

- How well boards are meeting federal accountability measures.
- How many job seekers served receive work-related training.
- How many participants earn more in the second quarter after receiving workforce services.
- A reduction in the number of participants on long-term public assistance.
- How many employers are return customers for business services.

CareerSource Florida calculates grades throughout the year so LWDBs are aware of their progression towards the final year end grade. Local workforce development boards will review the data used by the REACH Office to determine the letter grades to help strengthen services for job seekers, workers and businesses.

Of the 24 local workforce development boards, 10 boards have currently received 'A's, 13 boards received 'B's, and one has a C. No board received a D or F. Local workforce development boards will use these letter grades to further their goals of elevating Florida's workforce and upskilling Floridians to help achieve self-sufficiency, connecting Floridians to jobs through training and placement, and expanding accountability and transparency of these critical missions.

The criteria for the base-line letter grades were set in 2022 and were determined retroactively, based upon data from the 2021-2022 fiscal year. Annual grades are released each October, for the program year ending the previous June.



**INFORMATION ITEM 5 (cont.)**  
**REACH Act Letter Grades**  
**For Quarter One of 2023-2024 Program Year**

Local Workforce Development Board	Annual Score (%)	Letter Grade
01 - CareerSource Escarosa	86.97	B
02 - CareerSource Okaloosa Walton	89.06	B+
03 - CareerSource Chipola	95.88	A
04 - CareerSource Gulf Coast	87.58	B+
05 - CareerSource Capital Region	85.97	B
06 - CareerSource North Florida	85.37	B
07 - CareerSource Florida Crown	82.40	B-
08 - CareerSource Northeast Florida	97.29	A+
09 - CareerSource North Central Florida	77.66	C+
10 - CareerSource Citrus Levy Marion	88.40	B+
11 - CareerSource Flagler Volusia	94.93	A
12 - CareerSource Central Florida	95.74	A
13 - CareerSource Brevard	86.60	B
14 - CareerSource Pinellas	90.50	A-
15 - CareerSource Tampa Bay	92.68	A-
16 - CareerSource Pasco Hernando	87.52	B+
17 - CareerSource Polk	87.42	B+
18 - CareerSource Suncoast	86.89	B
19 - CareerSource Heartland	94.72	A
20 - CareerSource Research Coast	87.83	B+
21 - CareerSource Palm Beach County	89.66	B+
22 - CareerSource Broward	98.07	A+
23 - CareerSource South Florida	98.27	A+
24 - CareerSource Southwest Florida	95.25	A

**Letter Grades Scale:**

A+: ≥ 97  
 A : 93 to < 97  
 A-: 90 to < 93  
 B+: 87 to < 90  
 B : 83 to < 87  
 B-: 80 to < 83

**Letter Grades Scale:**

C+: 77 to < 80  
 C : 73 to < 77  
 C-: 70 to < 73  
 D : 60 to < 70  
 F : < 60

# ONE STOP OPERATOR REPORT



Informational Item  
February 8, 2024




## Maintain Linkages

Dynamic Workforce Solutions, Inc. (DWFS), has been the contracted One Stop Operator (OSO) for CareerSource Pinellas since 2018. The OSO has a responsibility to maintain an up-to-date list of partners, and coordinate opportunities for cross-training of services, and leveraging of resources, through partner referrals.

<b>Number of Required Partners</b>	<b>20</b>
<b>Number of Community-Based Partners</b>	<b>27</b>
<b>Number of New Partners this Program Year</b>	<b>2</b>
<b>Total Number of Partners</b>	<b>49</b>

## Partner Referrals

Crosswalk Partner Portal, is a closed network that allows partner agencies to send and receive referrals and provide a personal hand-off of shared customers to increase responsiveness to customer needs.

 <b>Total Referrals</b> Referrals Sent and Received <b>24</b> <a href="#">Export to Excel</a>	 <b>Sent Referrals</b> Total Referrals Sent <b>15</b>	 <b>Received Referrals</b> Total Referrals Received <b>11</b>
---	--	--



Agency Received From	Service Location	# Received
Boley Centers, Inc.	Pinellas	2
CareerSource Pinellas	Pinellas	2
Department of Juvenile Justice	Pinellas	2
Housing Authority of the City of St. Petersburg	Pinellas	5

Agency Sent To	Service Location	# Sent
CareerSource Pinellas	Pinellas	2
Division of Blind Services	Pinellas	1
Dress for Success Tampa Bay	Pinellas	7
Homeless Leadership Alliance of Pinellas	Pinellas	1
Housing Authority of the City of St. Petersburg	Pinellas	2
Operation PAR, Inc	Pinellas	2

## Customer Experience

[Net Promoter Score®](#), or NPS®, measures customer experience and predicts business growth. This proven metric transformed the business world and now provides the core measurement for customer experience management programs the world round.

*How likely is it that you would recommend CareerSource Pinellas to a friend or colleague?*

**CareerSource Pinellas has a NPS Target of 47.** The customers receiving in-person and virtual services are offered the opportunity to share their experience within 15 days after the close of the month of service. **November 2023 NPS Score was 40.**

### COMBINED NPS SCORES

Period	NPS Score						Target
	Region	G2B	Tarpon	Lealman	St. Pete	Virtual	
<b>JUL</b>	61%	67%	67%	100%	50%	40%	47%
<b>AUG</b>	49%	37%	75%	80%	57%	0%	47%
<b>SEP</b>	58%	53%	20%	82%	68%	60%	47%
<b>OCT</b>	60%	56%	100%	50%	52%	67%	47%
<b>NOV</b>	40%	32%	75%	75%	35%	50%	47%
<b>PY</b>	53%	48%	65%	80%	54%	45%	47%

There was a decrease in NPS scores in November due to an increased number of individuals responding passively. The region’s overall score for the program year is averaging 53%.

There is an expectation of an average 15% survey response rate, and the region is achieving a 17% response rate for the year.

Month	Total Invitations Sent	Total Surveys Completed	Response Rate
JUL	310	39	13%
AUG	374	77	21%
SEP	435	85	20%
OCT	425	71	17%
NOV	360	60	17%
PY	1904	332	17%

## Workshops

- St. Pete College hosts remote workshops and CareerSource Pinellas program staff offer in-person workshops at Gulf 2 Bay and St. Petersburg Career Centers to support career seekers in preparing for employment opportunities.

Career Source Pinellas – Region 14 Remote Workshop Satisfaction						
Workshop Survey - 2023/2024 2nd Quarter (10/01-12/31)						
Which Workshop did you attend?						
Month	October 2023		November 2023		December 2023	
Answer Options	Percent	Count	Percent	Count	Percent	Count
How to Get Hired: Tips on Researching Employers	0.00%	0	0.00%	0	0.00%	0
Cleaning Up Your Online Presence	0.00%	0	0.00%	0	0.00%	0
LinkedIn	50.00%	1	66.67%	2	66.67%	2
Interview Preparation	0.00%	0	0.00%	0	33.33%	1
Professional Etiquette: How to Make a First Impression	0.00%	0	0.00%	0	0.00%	0
Branding the Professional YOU	0.00%	0	0.00%	0	0.00%	0
Resume	0.00%	0	33.33%	1	0.00%	0
How to Navigate the Employ Florida Website	0.00%	0	0.00%	0	0.00%	0
Professional Networking Group	0.00%	0	0.00%	0	0.00%	0
Career Networking Group	0.00%	0	0.00%	0	0.00%	0
Other	50.00%	1	0.00%	0	0.00%	0
<b>Total Monthly</b>		<b>2</b>		<b>3</b>		<b>3</b>
<i>(Quarterly) Answered Question</i>						<b>8</b>
<i>(Quarterly) Skipped Question</i>						<b>0</b>
<b>YTD Total Answered</b>						<b>15</b>

Overall, how satisfied were you with the workshop?						
Month	October 2023		November 2023		December 2023	
Answer Options	Percent	Count	Percent	Count	Percent	Count
5 - Very Satisfied	100.00%	2	100.00%	3	66.67%	2
4 - Satisfied	0.00%	0	0.00%	0	33.33%	1
3 - Neither Satisfied or Dissatisfied	0.00%	0	0.00%	0	0.00%	0
2 - Dissatisfied	0.00%	0	0.00%	0	0.00%	0
1 - Very Dissatisfied	0.00%	0	0.00%	0	0.00%	0
<b>Total Monthly</b>		<b>2</b>		<b>3</b>		<b>3</b>
<b>Weighted Average Monthly</b>		<b>5.00</b>		<b>5.00</b>		<b>4.67</b>
<i>(Quarterly) Answered Question</i>						<b>8</b>
<i>(Quarterly) Skipped Question</i>						<b>0</b>
<i>(Quarterly) Weighted Average</i>						<b>4.88</b>
YTD Total Answered						<b>16</b>
YTD Weighted Average						<b>4.88</b>

Career Source Pinellas – Region 14 Live Workshop Satisfaction						
Workshop Survey - 2023/2024 2 <sup>nd</sup> Quarter (10/01-12/31)						
Which Workshop did you attend?						
Month	October 2023		November 2023		December 2023	
Answer Options	Percent	Count	Percent	Count	Percent	Count
How to Navigate Employ Florida	16.67%	2	28.57%	2	20.00%	1
Basic Computer Literacy	0.00%	0	42.86%	3	0.00%	0
Overcoming Barriers	33.33%	4	0.00%	0	20.00%	1
Get Hired - Resume and Interviewing Tips (Gulf to Bay)	50.00%	6	14.29%	1	20.00%	1
Other	0.00%	0	14.29%	1	40.00%	2
<b>Total Monthly</b>		<b>12</b>		<b>7</b>		<b>5</b>
<i>(Quarterly) Answered Question</i>						<b>24</b>
<i>(Quarterly) Skipped Question</i>						<b>1</b>
YTD Total Answered						<b>52</b>

Overall, how satisfied were you with the workshop?						
Month	October 2023		November 2023		December 2023	
Answer Options	Percent	Count	Percent	Count	Percent	Count
5 - Very Satisfied	100.00%	13	57.14%	4	80.00%	4
4 - Satisfied	0.00%	0	42.86%	3	0.00%	0
3 - Neither Satisfied or Dissatisfied	0.00%	0	0.00%	0	20.00%	1
2 - Dissatisfied	0.00%	0	0.00%	0	0.00%	0
1 - Very Dissatisfied	0.00%	0	0.00%	0	0.00%	0
<b>Total Monthly</b>		<b>13</b>		<b>7</b>		<b>5</b>
<b>Weighted Average Monthly</b>		<b>5.00</b>		<b>4.57</b>		<b>4.60</b>
<i>(Quarterly) Answered Question</i>						<b>25</b>
<i>(Quarterly) Skipped Question</i>						<b>0</b>
<i>(Quarterly) Weighted Average</i>						<b>4.80</b>
YTD Total Answered						<b>53</b>
YTD Weighted Average						<b>4.75</b>

## Staff Training

Customer Service Training will occur in April 2024



# KEY PERFORMANCE RESULTS (KPR)



**4,035**

Individuals Assisted



**1,027**

Exited with Employment



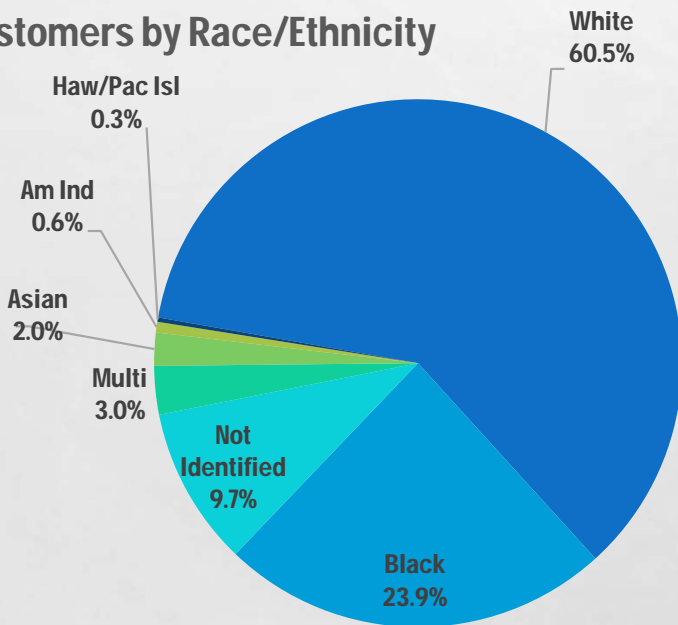
**\$17.59**

Average Wage

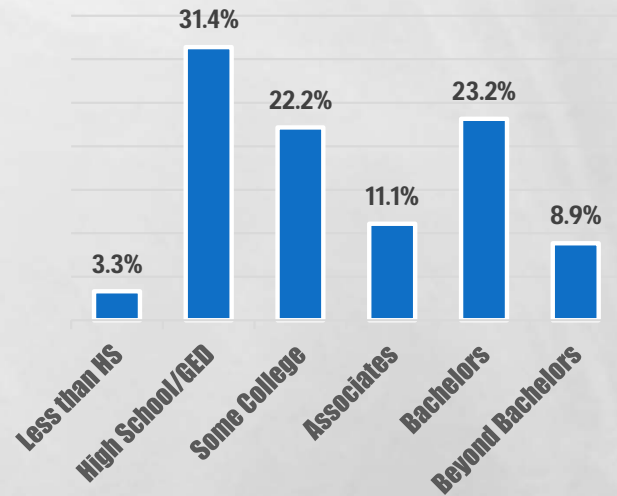
	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	Exited with Employment	Individuals Assisted	Exited with Employment	Individuals Assisted	Exited with Employment
Wagner-Peyser	2,774	841	4,315	1,576	5,395	1,823
WIOA	813	50	650	87	613	196
Special Grants	128	8	73	4	76	15
Welfare Transition	482	51	474	96	634	146
SNAP	650	77	603	117	876	162

## Program Year 2023-2024

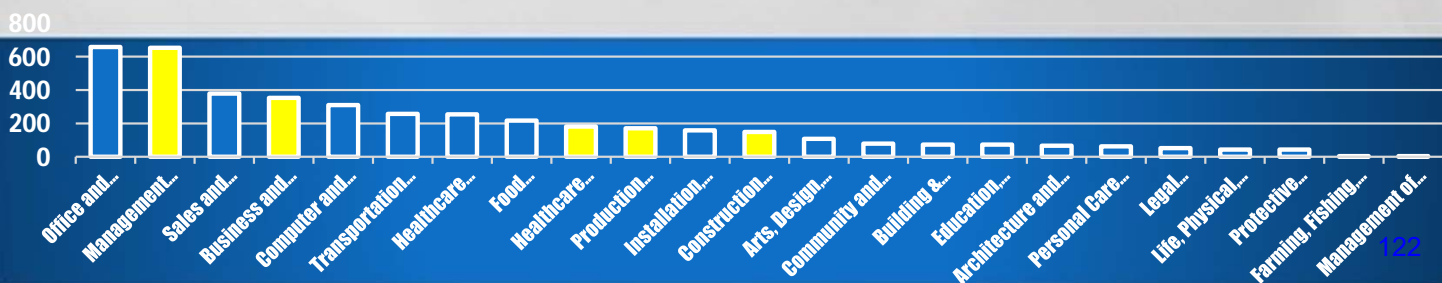
### Customers by Race/Ethnicity



### Customers By Education



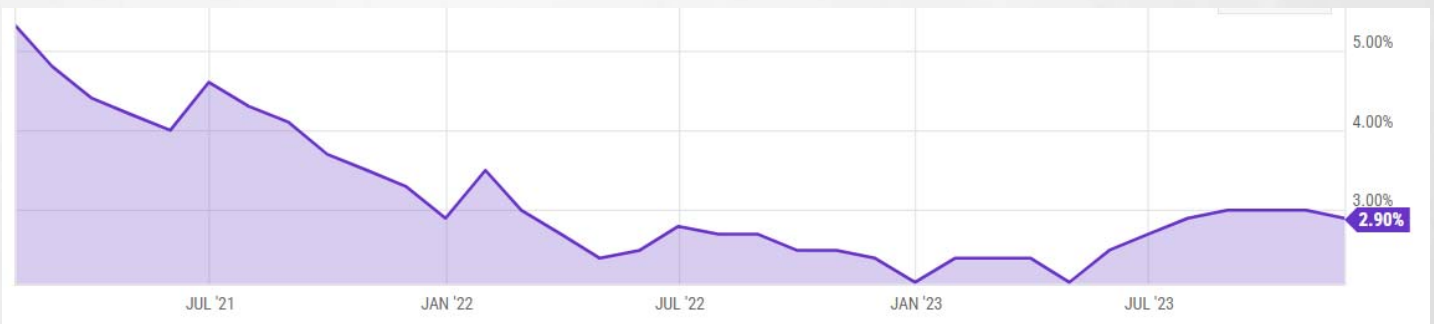
### Customers by Desired Occupation



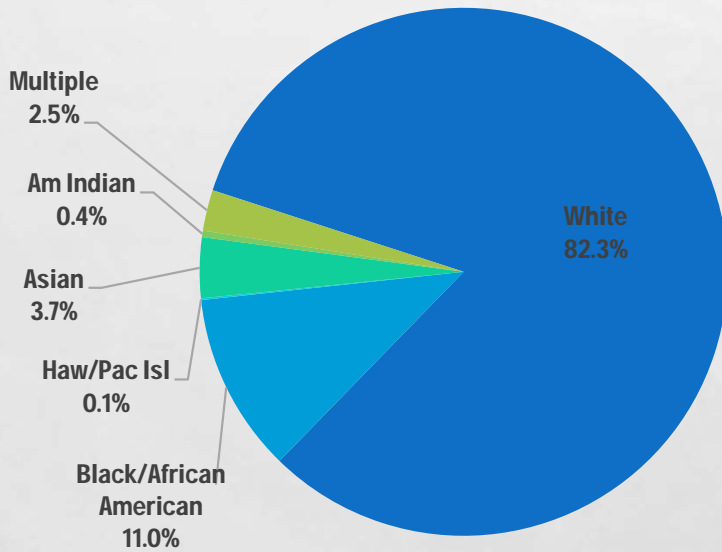
# PINELLAS COUNTY OVERVIEW/SUMMARY

**2.90%**  
Pinellas County  
Unemployment Rate

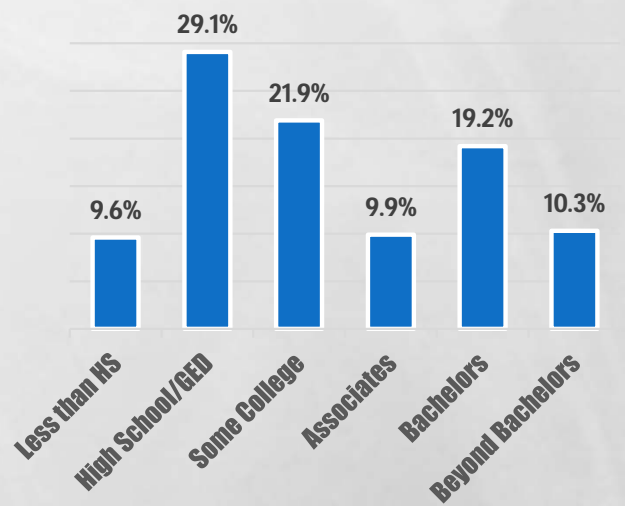
Pinellas County Unemployment Rate Jan 2021 – Nov 2023



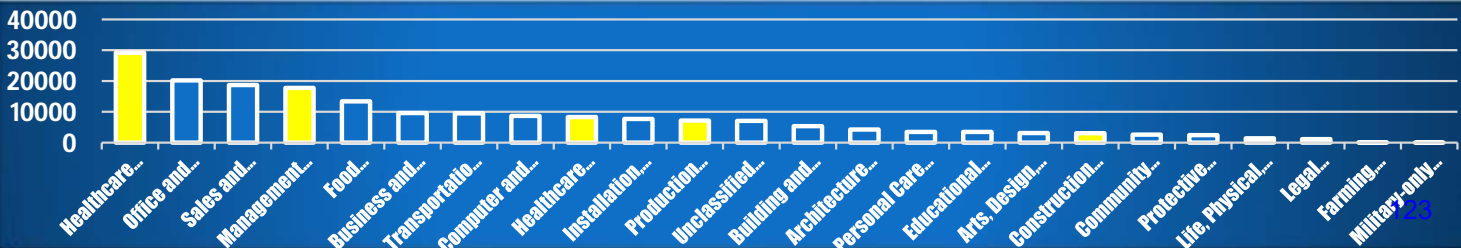
## Residents by Race/Ethnicity



## Residents By Education



## Job Openings by Occupation



# WAGNER-PEYSER



**841**

Staff Assisted who  
Obtained Employment



**681**

Job Referrals provided  
to Participants



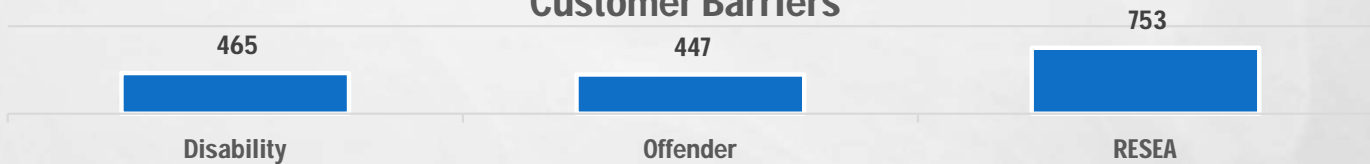
**9,284**

Staff Assisted Services to  
Participants

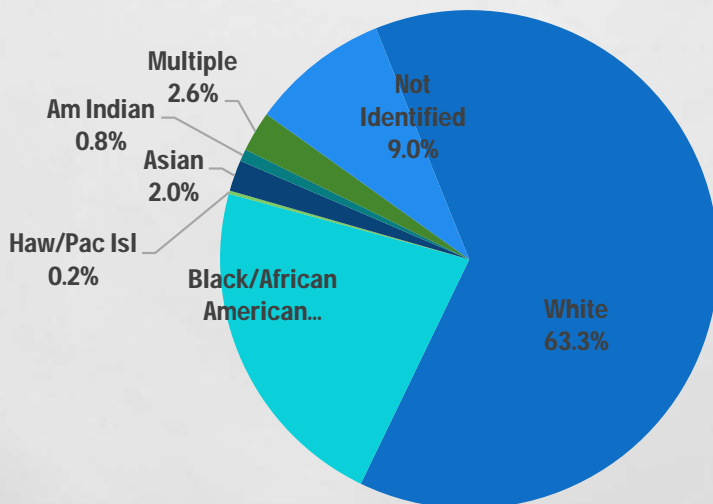
	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	# EF Codes Entered	Individuals Assisted	# EF Codes Entered	Individuals Assisted	# EF Codes Entered
Employment	841	938	4,315	1,576	5,395	1,823
Job Referrals	215	681	949	3,051	1,425	5,257
Service	2,490	9,284	4,092	21,996	5,270	28,052

## Program Year 2023-2024

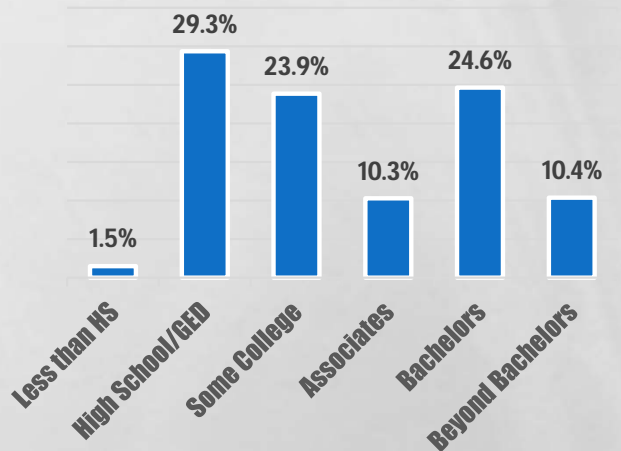
### Customer Barriers



### Customers by Race/Ethnicity



### Customers By Education



Measure	PY21/22	PY22/23	PY23/24 (Q1)	Current Goal
Employed 2 <sup>nd</sup> Qtr After Exit	59.6%	65.6%	66.8%	63.2%
Median Wage 2 <sup>nd</sup> Qtr After Exit	\$6,686	\$7,552	\$8,162	\$6,515
Employed 4 <sup>th</sup> Qtr After Exit	60.4%	67.2%	68.3%	63.2%

# WIOA ADULT



**449**

Individuals Assisted



**28**

Exited with Employment



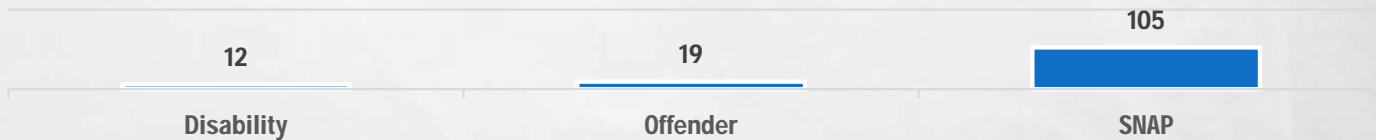
**\$22.36**

Average Wage

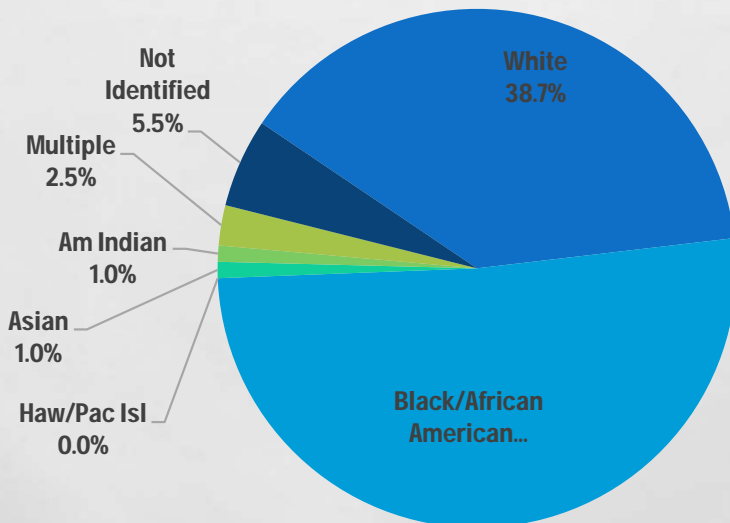
	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	Exited with employment	Individuals Assisted	Exited with employment	Individuals Assisted	Exited with employment
<b>Adult</b>	449	28	585	56	696	39

## Program Year 2023-2024

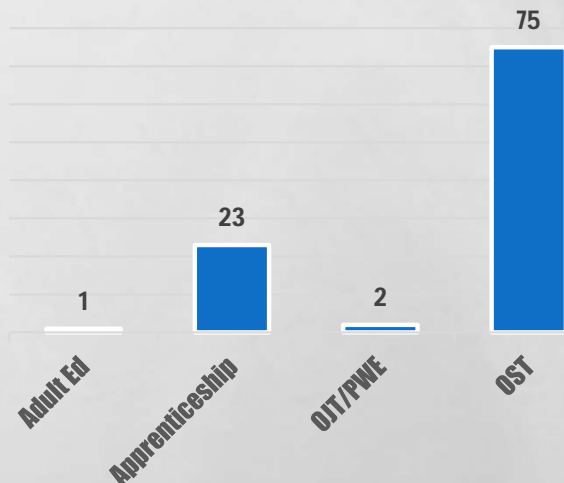
### WIOA Adult Barriers



### WIOA Adult by Race/Ethnicity



### WIOA Adult By Training Type



Measure	PY21/22	PY22/23	PY23/24 (Q1)	Current Goal
Employed 2 <sup>nd</sup> Qtr After Exit	82.6%	82.9%	86.9%	92.0%
Median Wage 2 <sup>nd</sup> Qtr After Exit	\$11,068	\$9,755	\$10,190	\$10,740
Employed 4th Qtr After Exit	92.9%	83.6	82.8%	90.2%
Credential Attainment Rate	86.9%	63.9	63.4%	87.0%
Measurable Skill Gains	66.2%	65.1	72.6%	65.0%

# WIOA DISLOCATED WORKER



**110**

Individuals Assisted



**8**

Exited with Employment



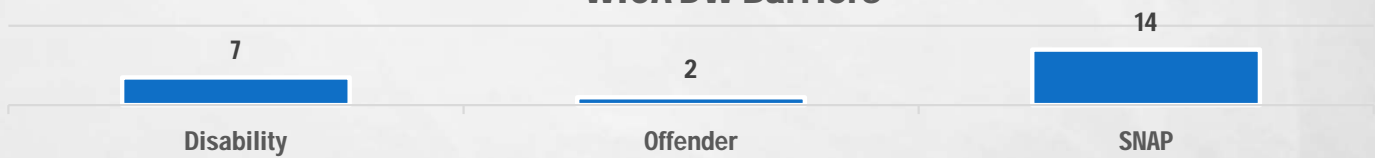
**\$28.12**

Average Wage

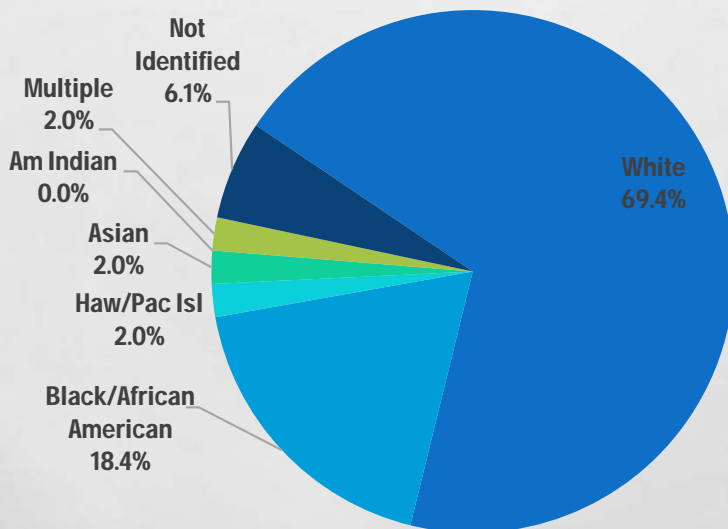
	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	Exited with employment	Individuals Assisted	Exited with employment	Individuals Assisted	Exited with employment
DW	110	8	213	32	515	63

## Program Year 2023-2024

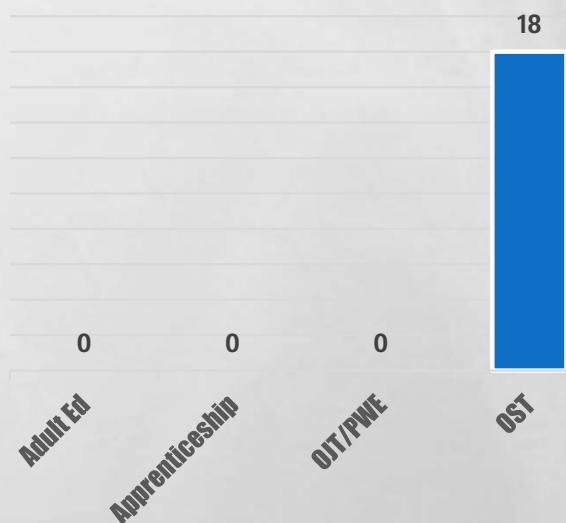
### WIOA DW Barriers



### WIOA DW by Race/Ethnicity



### WIOA DW By Training Type



Measure	PY21/22	PY22/23	PY23/24 (Q1)	Current Goal
Employed 2 <sup>nd</sup> Qtr After Exit	80.3%	80.5%	79.8%	88.0%
Median Wage 2 <sup>nd</sup> Qtr After Exit	\$12,112	\$12,574	\$15,000	\$9,369
Employed 4 <sup>th</sup> Qtr After Exit	87.5%	76.8%	72.9%	84.2%
Credential Attainment Rate	93.3%	82.5%	77.9%	86.5%
Measurable Skill Gains	57.5%	55.6%	61.0%	65.0%



# WIOA YOUTH



**254**

Individuals Assisted



**87.9%**

Out-of-School Youth



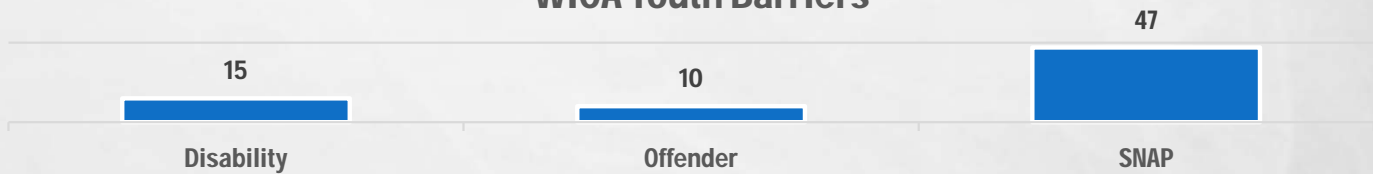
**\$16.96**

Average Wage

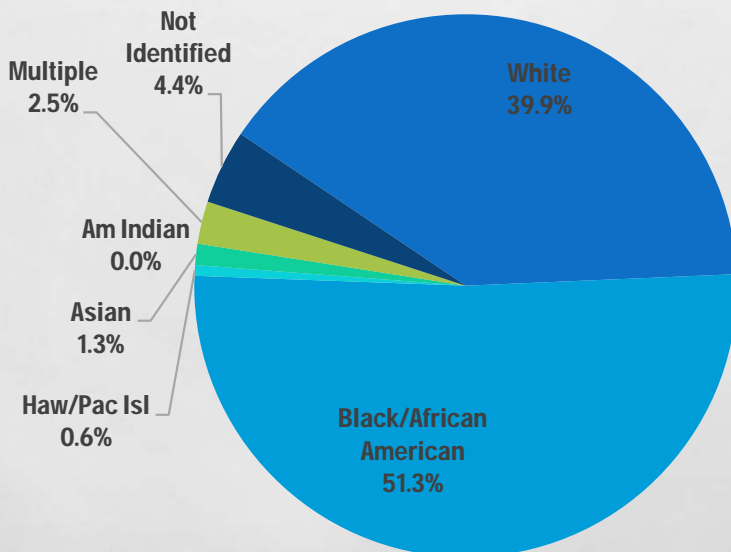
	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	Exited with employment	Individuals Assisted	Exited with employment	Individuals Assisted	Exited with employment
PEF	108	12	167	17	333	68
WIOA Youth	146	2	107	2	109	6

## Program Year 2022-2023

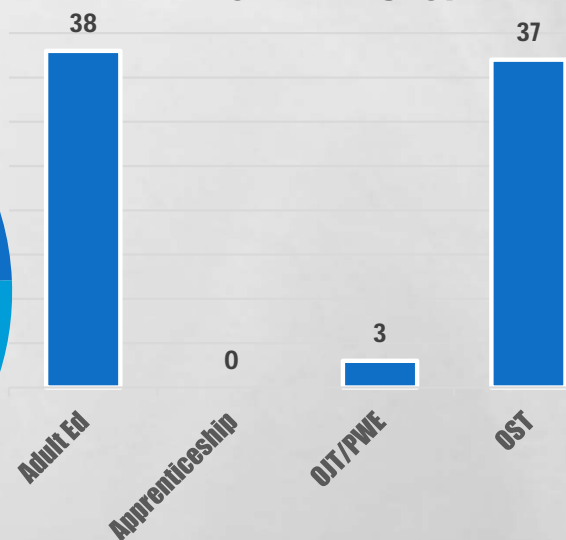
### WIOA Youth Barriers



### WIOA Youth by Race/Ethnicity



### WIOA Youth By Training Type



Measure	PY21/22	PY22/23	PY23/24 (01)	Current Goal
Employed 2 <sup>nd</sup> Qtr After Exit	83.5%	86.6%	87.6%	83.5%
Median Wage 2 <sup>nd</sup> Qtr After Exit	\$4,726	\$6,019	\$6,100	\$4,698
Employed 4 <sup>th</sup> Qtr After Exit	86.0%	82.6%	82.2%	81.0%
Credential Attainment Rate	82.9%	80.7%	82.5%	84.1%
Measurable Skill Gains	69.2%	74.8%	67.1%	65.0%

# SNAP

(SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM)



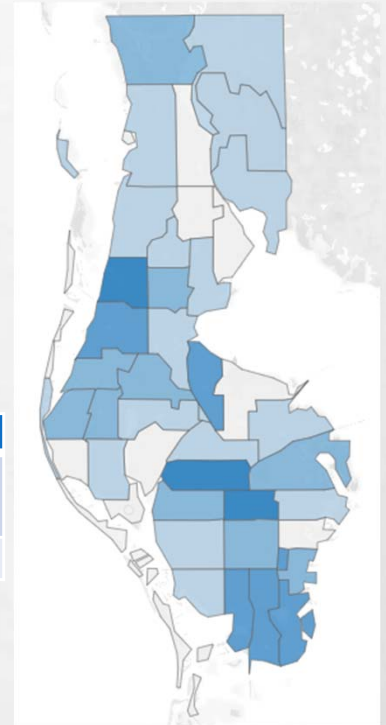
**650**

Individuals Assisted



**\$13.96**

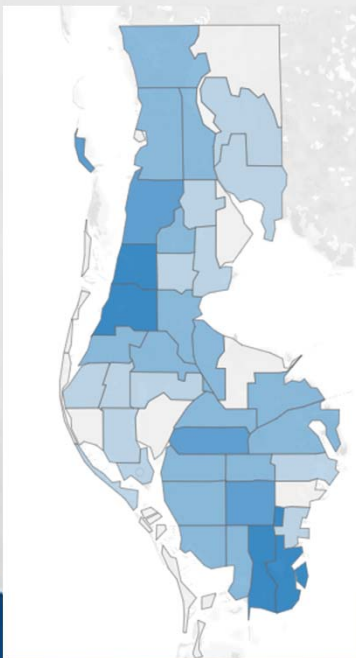
Average Wage



SNAP Recipient Density

	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	Employed	Individuals Assisted	Employed	Individuals Assisted	Employed
SNAP	650	77	603	112	876	171

Poverty Density



# WELFARE TRANSITION



**482**

Individuals Assisted



**\$17.05**

Average Wage

	PY23/24 (thru Dec)		PY22/23		PY21/22	
	Individuals Assisted	Employed	Individuals Assisted	Employed	Individuals Assisted	Employed
WT	482	51	474	129	634	158

\* Darker shades indicate higher population.

Map data courtesy of Florida Chamber of Commerce <https://www.flchamber.com/floridagapmap/>

# VETERAN



**509**

Individuals Assisted



**76**

Employments



**158**

Outreach Activities



**17+**

Community  
Partners

CareerSource Pinellas offers innovative veteran services to help the those who have served this country thrive in meaningful careers. Veteran services include career exploration, skills training, referral services and more!

To help veterans succeed in their job search, CareerSource Pinellas partners with local employers to expand employment opportunities for military men, women and their spouses. Local Veteran services staff meet directly with community partners, businesses, VA medical centers, community-based organizations and reserve guard units to create new employment opportunities for veterans in need.

# DISABILITY NAVIGATOR



**838**

Individuals in  
System



**465**

Individuals  
Assisted by  
Staff



**74**

Working with  
Disability  
Navigator Staff

Social Security's Ticket to Work (TTW) program, assists individuals ages 18-64 who receive disability benefits, SSDI (Social Security Disability Insurance) and/or SSI (Supplemental Security Income).

It's a free and voluntary program that supports career development for those that want to work. The purpose of this program is to offer support that one would need to increase both their ability to work, increase their earnings and reduce their reliance on cash benefits. TTW offers resources for improving employability skills and increasing career opportunities to those who are interested in working toward full time employment and being self-sufficient.

## TICKET TO WORK REVENUE



## SPECIAL GRANTS

### GET THERE FASTER



**109**

Participants  
Enrolled



**59**

Credentials



**54%**

Of Credential  
Rate Goal

The Get There Faster Grant launched in October 2021. Low-Income Returning Adult Learners provides adults and youth seeking education and training the opportunity to earn industry-recognized cloud computing or other IT related credentials of value identified by the Florida Department of Education (FDOE). This grant has been extended through June 2024.

At-Risk Floridians (Added July 2023)- Provides adults and youth who are justice connected or in recovery from substance use seeking education and training the opportunity to earn industry-recognized credentials within the fields of Construction, Manufacturing, Healthcare, and Hospitality. The projected closing date is June 2024.



# MARKETING & SOCIAL MEDIA UPDATE

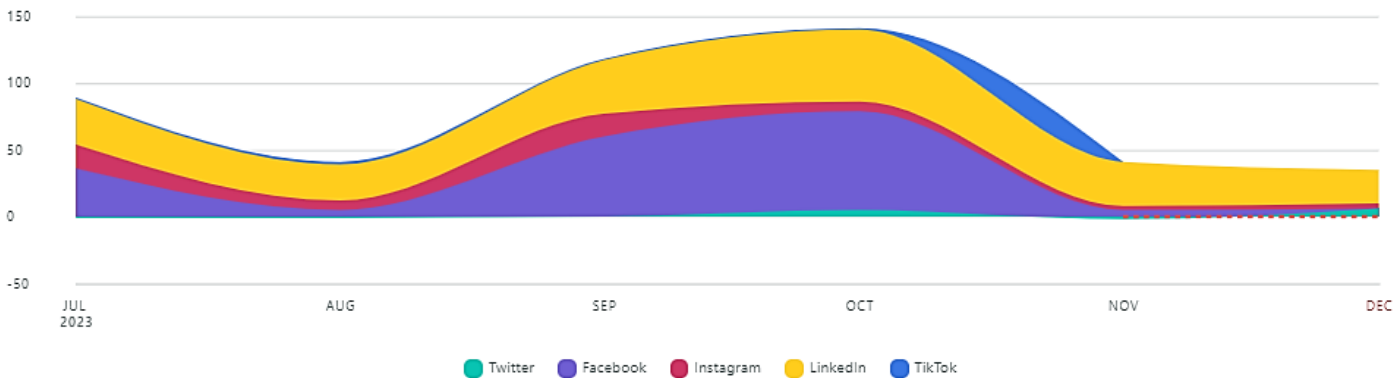




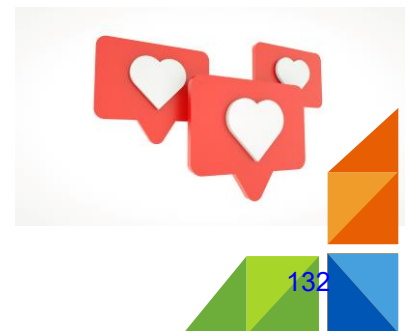
# SOCIAL MEDIA PERFORMANCE SUMMARY

PERIOD (JULY 01 2023- DECEMBER 31 2023)  
VS (JULY 01 2022- DECEMBER 31 2022)

## AUDIENCE GROWTH



Audience Metrics	Totals
<u>Total Audience</u>	9,920
<u>Total Net Audience Growth</u>	461
<u>Twitter Net Follower Growth</u>	7
<u>Facebook Net Follower Growth</u>	180
<u>Instagram Net Follower Growth</u>	56
<u>LinkedIn Net Follower Growth</u>	213
<u>TikTok Net Follower Growth</u>	5

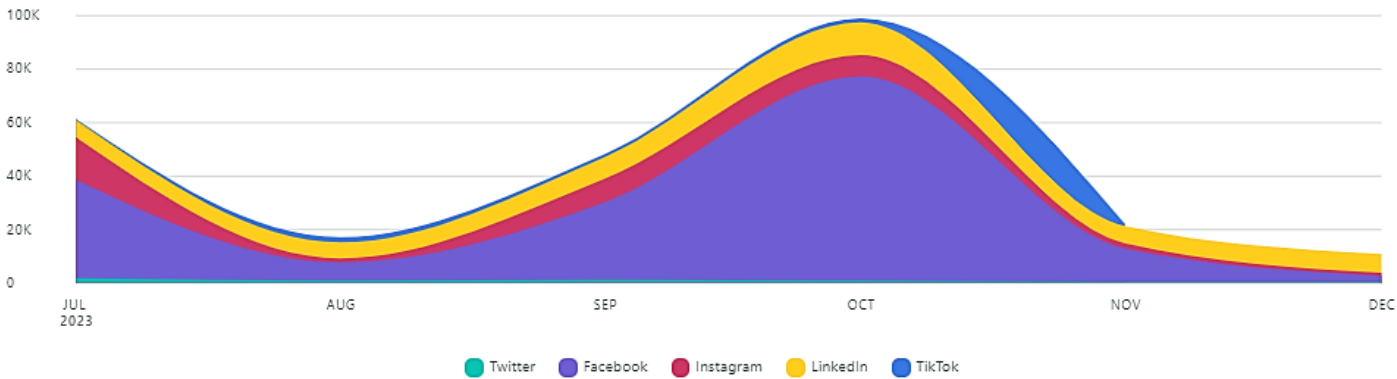




# SOCIAL MEDIA PERFORMANCE SUMMARY

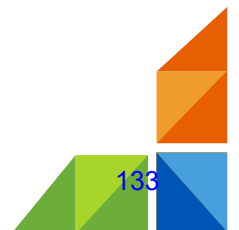
PERIOD (JULY 01 2023- DECEMBER 31 2023)  
VS (JULY 01 2022- DECEMBER 31 2022)

## IMPRESSIONS



**CHANGE**  
**+78.8%**

<b>Total Impressions</b>	<b>256,797</b>
<b>Twitter Impressions</b>	<b>4,046</b>
<b>Facebook Impressions</b>	<b>163,809</b>
<b>Instagram Impressions</b>	<b>37,030</b>
<b>LinkedIn Impressions</b>	<b>46,165</b>
<b>TikTok Impressions</b>	<b>5,747</b>



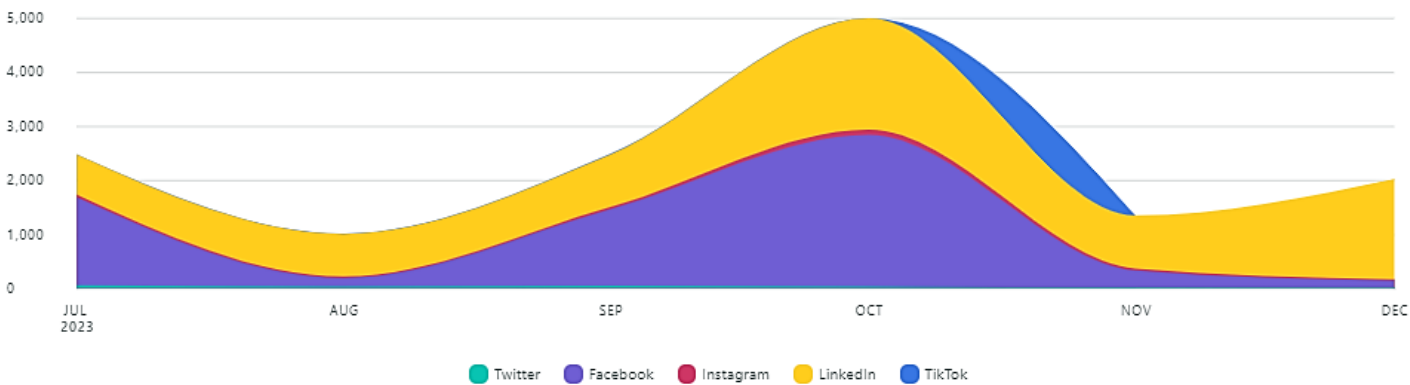




# SOCIAL MEDIA PERFORMANCE SUMMARY

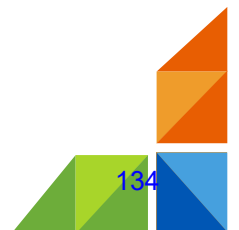
PERIOD (JULY 01 2023- DECEMBER 31 2023)  
VS (JULY 01 2022- DECEMBER 31 2022)

## ENGAGEMENT



**CHANGE**  
**-1.1%**

<b>Total Engagements</b>	<b>14,294</b>
<b>Twitter Engagements</b>	<b>149</b>
<b>Facebook Engagements</b>	<b>6,453</b>
<b>Instagram Engagements</b>	<b>271</b>
<b>LinkedIn Engagements</b>	<b>7,406</b>
<b>TikTok Engagements</b>	<b>15</b>





# SOCIAL MEDIA PERFORMANCE SUMMARY

PERIOD (JULY 01 2023- DECEMBER 31 2023)  
VS (JULY 01 2022- DECEMBER 31 2022)

## POST LINK CLICK

The number of times users clicked on links from posts.

7,805

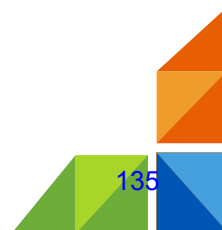


## WEBSITE USERS

Session default channel group	↓ Users	Sessions	Engaged sessions
	23,830 100% of total	32,450 100% of total	12,603 100% of total
1 Organic Search	9,320	14,011	7,024
2 Direct	8,845	11,294	3,592
3 Referral	3,548	4,492	1,449
4 Organic Social	2,088	2,522	424
5 Unassigned	217	217	3
6 Paid Search	153	187	53
7 Organic Shopping	65	65	1
8 Organic Video	10	13	2
9 Email	1	1	0



23,830 VS 21,480 (Same Period in 2022)





# PAYCHECKS FOR PATRIOTS JOB FAIR HIGHLIGHTS

WEDNESDAY, NOVEMBER 8TH





## **INFORMATION ITEM 9**

### **Workforce Solutions Committee Duties, Responsibilities & Goals for PY'2023 – 2024**

The following represents the Duties and Responsibilities of the Workforce Solutions Committee taken from the Organization's bylaws:

#### **SECTION 6 – Workforce Solutions Committee Membership, Duties and Responsibilities**

The Workforce Solutions Committee shall be chaired by a Board member appointed by the Board Chair and shall consist of those members deemed appropriate and appointed to the Committee by the Workforce Solutions Committee Chair. The Workforce Solutions Committee shall be responsible for:

- Reviewing and recommending approval of the services and programs delivered to employers;
- Reviewing and recommending approval of training vendor applications and other actions pertaining to training vendors;
- Reviewing periodic training vendor performance reports;
- Reviewing the region's activities related to targeted industries;
- Creating and maintaining the regional targeted occupations list; and
- Reviewing and recommending approval of the Board's partnerships with economic development organizations and other business associations in accordance with the committee's annual strategic plan.
- January-Tampa Bay Partnership-presented to the Tampa Bay Talent, Workforce Subcommittee-presented info on programs, services to businesses/individuals, and the consolidation.
- February-North County Municipal Partners-presented to Economic Development and City Management staff from north Pinellas communities, shared info on the consolidation, programs, and business services.
- February-Youth Leadership Pinellas-presented to 30+ youth participating in the Youth Leadership Pinellas program, presented info on employability skills, Summer PAYS, and general services.



## INFORMATION ITEM 9 (cont.)

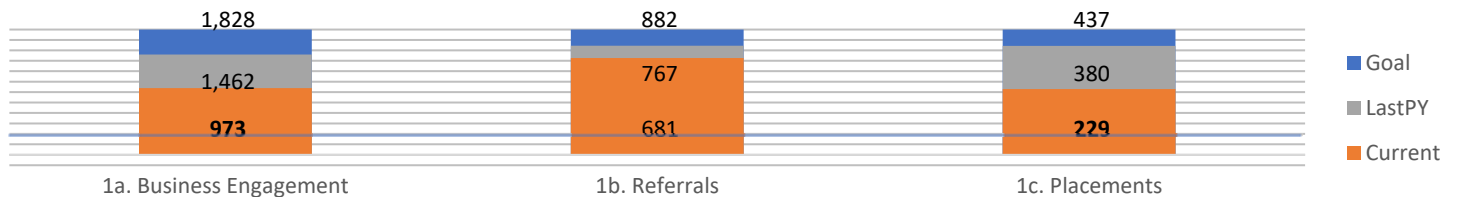
### Workforce Solutions Committee Duties, Responsibilities & Goals for PY'2023 - 2024

#### Through December 31<sup>st</sup>, 2023

Based upon the above bylaws, the Committee developed Goals for 2023-2024.

#### 1. Services to Employers:

- a. Increase business engagement by 25% compared to program year 2022-2023
- b. Increase referral of qualified job seekers to open job orders by 15%
- c. Increase the number of Direct Placements and Obtained Employments entered in EF by 15%



#### 2. Approval of Training Providers:

- a. Approve at least 4 new training providers during 2023-2024 to expand training options and customer choice.
  - *Most training providers are scheduled to renewal eligibility no later than June 30, 2024. CareerSource Pinellas and CareerSource Tampa Bay are jointly overseeing this project. The regions have adopted a regionalized approach to enhance efficiency of the renewal process.*

#### 3. Targeted Industries:

- a. Business Services participated in multiple events focused on the manufacturing and healthcare sectors. Awaiting guidance from CareerSource Florida; guidance expected to be approved at their September board meeting.
  - *October-staff attended the BAMA/FL Makes Manufacturing Forum in Orlando in partnership with Pinellas Economic Development and SPC*





## **INFORMATION ITEM 9 (cont.)**

### **Workforce Solutions Committee Duties, Responsibilities & Goals for PY'2023 - 2024**

- *November-staff attending the Manufacturing Summit in partnership with the Pinellas Park Chamber of Commerce and participated in a panel discussion on workforce needs in manufacturing.*
- *Monthly-CareerSource Pinellas has partnered with Ultimate Medical Academy for monthly workforce collaboration meetings focused on healthcare with a variety of community partners.*

#### **4. Regional Targeted Occupation List:**

- a. New occupations will be reviewed and approved as need arises.
  - *None at this time.*

#### **5. Economic Development Organizations and Business Associations:**

- a. Business Services presented at the following Economic Development and Chamber/Business Association meetings.
  - *January - Tampa Bay Partnership - presented to the Tampa Bay Talent, Workforce Subcommittee - presented info on programs, services to businesses/individuals, and the consolidation.*
  - *February - North County Municipal Partners - presented to Economic Development and City Management staff from north Pinellas communities, shared info on the consolidation, programs, and business services.*
  - *February - Youth Leadership Pinellas - presented to 30+ youth participating in the Youth Leadership Pinellas program, presented info on employability skills, Summer PAYS, and general services.*
  - *October - presented to the Central Pinellas Chamber of Commerce on workforce development updates.*
  - *October - presented to the Job Corps Commuter Committee*
  - *November - presented to the United Way and Ultimate Medical Academy staff focused on workforce development funding for United Way families.*
  - *November - presented info on Business Services and WIOA programs to the Downtown Largo Business Owners Association*
  - *December - presented to the Job Corps Community Relations Council*

**Overview of the CareerSource Pinellas Region  
Not Seasonally Adjusted  
October 20, 2023**

- The unemployment rate in the CareerSource Pinellas region (Pinellas County) was 3.0 percent in September 2023. This rate was 0.5 percentage point greater than the region's year ago rate of 2.5 percent. The region's September 2023 unemployment rate was equal to the state rate of 3.0 percent. The labor force was 539,661, up 23,324 (+4.5 percent) over the year. There were 16,184 unemployed residents in the region.

**Tampa-St. Petersburg-Clearwater Metro Area**

- In September 2023, nonagricultural employment in the Tampa-St. Petersburg-Clearwater MSA was 1,530,300, an increase of 44,900 jobs (+3.0 percent) over the year.
- The Education and Health Services (+9.0 percent); Mining, Logging, and Construction (+5.6 percent); Professional and Business Services (+4.5 percent); Manufacturing (+3.2 percent); and Other Services (+2.9 percent) industries grew faster in the metro area than statewide over the year.
- The Tampa-St. Petersburg-Clearwater MSA had the highest annual job growth compared to all the metro areas in the state in the Education and Health Services (+20,400 jobs); Professional and Business Services (+13,000 jobs); and Mining, Logging, and Construction (+5,100 jobs) industries.
- The Tampa-St. Petersburg-Clearwater MSA had the second highest annual job growth compared to all the metro areas in the state in the Manufacturing (+2,400 jobs) and Other Services (+1,400 jobs) industries.
- The Tampa-St. Petersburg-Clearwater MSA had the second fastest annual job growth rate compared to all the metro areas in the state in the Mining, Logging, and Construction (+5.6 percent) industry.
- The Tampa-St. Petersburg-Clearwater MSA had the third highest annual job growth compared to all the metro areas in the state in the Trade, Transportation, and Utilities (+6,000 jobs) and Government (+2,100 jobs) industries.
- The Tampa-St. Petersburg-Clearwater MSA had the third fastest annual job growth rate compared to all the metro areas in the state in the Education and Health Services (+9.0 percent) industry.
- The Tampa-St. Petersburg-Clearwater MSA was tied for the third fastest annual job growth rate compared to all the metro areas in the state in the Professional and Business Services (+4.5 percent) industry.



- The industries gaining jobs over the year were Education and Health Services (+20,400 jobs); Professional and Business Services (+13,000 jobs); Trade, Transportation, and Utilities (+6,000 jobs); Mining, Logging, and Construction (+5,100 jobs); Manufacturing (+2,400 jobs); Government (+2,100 jobs); Leisure and Hospitality (+1,900 jobs); and Other Services (+1,400 jobs).
- The industries losing jobs over the year were Financial Activities (-6,000 jobs) and Information (-1,400 jobs).

<b>Unemployment Rates (not seasonally adjusted)</b>	<b>Sep-23</b>	<b>Aug-23</b>	<b>Sep-22</b>
CareerSource Pinellas (Pinellas County)	3.0%	3.0%	2.5%
Tampa-St. Petersburg-Clearwater MSA	3.2%	3.2%	2.6%
Florida	3.0%	3.1%	2.7%
United States	3.6%	3.9%	3.3%

<b>Nonagricultural Employment by Industry (not seasonally adjusted)</b>	<b>Tampa-St. Petersburg-Clearwater Metropolitan Statistical Area</b>				<b>Florida</b>			
	<b>Sep-23</b>	<b>Sep-22</b>	<b>change</b>	<b>percent change</b>	<b>Sep-23</b>	<b>Sep-22</b>	<b>change</b>	<b>percent change</b>
Total Employment	1,530,300	1,485,400	44,900	3.0	9,762,000	9,480,700	281,300	3.0
Mining, Logging, and Construction	95,400	90,300	5,100	5.6	621,300	613,600	7,700	1.3
Manufacturing	76,300	73,900	2,400	3.2	420,200	412,700	7,500	1.8
Trade, Transportation, and Utilities	280,900	274,900	6,000	2.2	1,977,700	1,920,800	56,900	3.0
Wholesale Trade	62,500	60,500	2,000	3.3	394,100	380,300	13,800	3.6
Retail Trade	168,200	164,200	4,000	2.4	1,140,800	1,121,800	19,000	1.7
Transportation, Warehousing, and Utilities	50,200	50,200	0	0.0	442,800	418,700	24,100	5.8
Information	27,500	28,900	-1,400	-4.8	154,200	157,000	-2,800	-1.8
Financial Activities	134,000	140,000	-6,000	-4.3	688,300	669,600	18,700	2.8
Professional and Business Services	302,200	289,200	13,000	4.5	1,639,300	1,599,000	40,300	2.5
Education and Health Services	246,800	226,400	20,400	9.0	1,504,100	1,413,500	90,600	6.4
Leisure and Hospitality	162,900	161,000	1,900	1.2	1,271,600	1,243,200	28,400	2.3
Other Services	49,000	47,600	1,400	2.9	350,100	343,300	6,800	2.0
Government	155,300	153,200	2,100	1.4	1,135,200	1,108,000	27,200	2.5

<b>Population</b>	<b>2022</b>	<b>2021</b>	<b>change</b>	<b>percent change</b>
CareerSource Pinellas (Pinellas County)	961,739	959,046	2,693	0.3
Florida	22,244,823	21,828,069	416,754	1.9

<b>Average Annual Wage</b>	<b>2022</b>	<b>2021</b>	<b>change</b>	<b>percent change</b>
CareerSource Pinellas (Pinellas County)	\$61,505	\$58,452	\$3,052	5.2
Florida	\$63,811	\$60,299	\$3,512	5.8



**INFORMATION ITEM 11**  
**Training Provider Spending**  
**For the period July 1, 2023 - December 31, 2023**

Training Provider	Customer Training	Approved Spending (if required)	Remaining	# of Participants	Avg/ Per Part
Academy for Dental Assistants, (Pinellas)	2,885			1	2,885
Access Computer Training, (Hillsborough)	56,000			10	5,600
American Manufacturing Skills Initiative (AmSkills)	-				
BizTech Learning Centers, Inc., ( Pinellas)	-				
Center for Technology Training	30,975			5	6,195
Central Florida Heat and Frost Insulators J.A.C. (RA)					
Champion Truck Driving School	76,420			15	5,095
CodeBoxx Technology Corporation	50,000			7	7,143
Computer Coach IT Training Solutions	32,500			5	6,500
Concorde Career Institute, (Hillsborough)	-				
Connecticut School of Broadcasting, (Hillsborough)					
Florida Technical College					
Galen College of Nursing, (Pinellas)	157,096			38	4,134
Genuine Healthcare Institute, LLC	2,200			1	2,200
Gold Coast Professional Schools					
Hillsborough Community College					
IEC- Independent Electrical Contractors, FAAC					
International Union of Operating Engineers (RA)					
Ironworkers (RA)					
JATC - Tampa Area Electrical JATC, (Hillsborough), FAAC (RA)	1,622			2	811
Jersey College, (Largo Campus)	10,000			2	5,000
Keiser University	5,000			1	5,000
Masonry (RA)					
National Aviation Academy	10,066			3	3,355
Net Synergy Virtual Solutions LLC					
New Horizon Computer Learning Center, (Hillsborough)	99,650			18	5,536
Pinellas Technical College Education Centers *	24,662	300,000	275,338	18	1,370
Plumbers and Pipefitters and HVAC, local union 123 (RA) *					
R.V. Training Center					
Rasmussen College					
Refrigeration & Air Conditioning Contractors (RACCA) (RA)					
Roadmaster Drivers School, Inc., (Hillsborough)					
Schiller International University, (Pinellas)					
Southern Technical Institute, Pinellas Park, (Pinellas)	1,121			1	1,121
St. Petersburg College *	66,388	500,000	433,612	36	1,844
Superior Aviation Gate					
Tampa Bay Aviation					
Tampa Truck Driving School, Inc.					
Ultimate Medical Academy (Pinellas) *	44,100	250,000	205,900	12	3,675
Ultimate Medical Academy (Online)					
University of South Florida / Innovative Education, SACS	6,280			4	1,570
Veritas Nursing Academy					
Webster University					
<b>Total</b>	<b>\$ 674,079</b>			<b>178</b>	<b>\$ 3,787</b>
<b>Prior Year - Full Year</b>	<b>\$ 1,809,463</b>			<b>414</b>	<b>\$ 4,371</b>
<b>Variance</b>	<b>\$ (1,135,384)</b>			<b>(236)</b>	<b>\$ (584)</b>
	<b>-63%</b>			<b>-57%</b>	<b>-13%</b>

**RELATED PARTY CONTRACTS (with multiple components)**

	Spending	Amount	Remaining	Component
<b>Pinellas Technical Education Centers *</b>	24,662	300,000	275,338	Training (ITA)
	62,016	130,000	67,984	Leases
	<b>86,678</b>	<b>430,000</b>	<b>343,322</b>	
<b>St. Petersburg College *</b>	66,388	500,000	433,612	Training (ITA)
	59,727	160,000	100,273	Leases
	12,000	60,000	48,000	Contracts
	<b>138,115</b>	<b>720,000</b>	<b>581,885</b>	
<b>Ultimate Medical Academy (Pinellas) *</b>	44,100	250,000	205,900	Training (ITA)
	-	100,000	100,000	OJT
	<b>44,100</b>	<b>350,000</b>	<b>305,900</b>	

\* Contracts required two-third board approval.

Note: Amounts above represent disbursements made to training providers during time period.

PY20/21 - thru 12/31/2023							
Provider	Enrolled at any time during PY	Training Closed for any reason during PY	Successful Training Completion Rate	Job Placement Rate	Training Related Job Placement Rate	Average Wage at Placement	Credential Attainment Rate
PY23/24	377	222	71.6%	49.1%	25.2%	\$24.74	72.5%
PY22/23	523	324	71.6%	75.0%	38.0%	\$22.09	69.1%
PY21/22	520	358	75.4%	84.1%	44.1%	\$21.79	78.2%
PY23/24 - thru 12/31/2023							
Academy for Applied Technology	0	0	--	--	--	--	--
Academy for Dental Assistants	3	3	33.3%	0.0%	0.0%	\$15.00	66.7%
Access Computer Training	16	14	57.1%	62.5%	21.4%	\$18.43	57.1%
Aguilas International Technical Institute	0	0	--	--	--	--	--
ATA Career Education	1	0	--	--	--	--	--
Career Tech, LLC	0	0	--	--	--	--	--
Center for Technology Training	8	5	100.0%	80.0%	40.0%	\$38.12	100.0%
Champion Truck Driving School	23	22	100.0%	50.0%	45.5%	\$25.38	90.9%
CNA Training Institute	0	0	--	--	--	--	--
Codeboxx Technology School	13	3	0.0%	--	--	--	0.0%
Computer Coach IT Training Solutions	9	2	100.0%	50.0%	50.0%	\$7.02	100.0%
Concorde Institute	1	1	0.0%	--	0.0%	\$20.00	100.0%
DATS of Florida, Inc	1	1	100.0%	100.0%	100.0%	\$19.00	100.0%
Finlay Institute of Nursing	0	0	--	--	--	--	--
FleetForce Truck Driving School	0	0	--	--	--	--	--
Florida Career College	0	0	--	--	--	--	--
Florida Technical College	1	0	--	--	--	--	--
Florida Trade Academy	0	0	--	--	--	--	--
Galen College of Nursing, (Sarasota)	0	0	--	--	--	--	--
Galen Health Institute, Inc.	58	21	52.4%	72.7%	38.1%	\$24.39	57.1%
Genuine Healthcare Institute, LLC	1	1	100.0%	100.0%	100.0%	\$18.00	100.0%
Herzing University	0	0	--	--	--	--	--
Hillsborough Community College	0	0	--	--	--	--	--

Hillsborough County School Board	0	0	--	--	--	--	--
Jersey College	7	3	0.0%	--		\$16.25	0.0%
JobWorks dba JobWorks Education and Traini	0	0	--	--	--	--	--
Keiser University	1	0	--	--	--	--	--
Learning Alliance Corp	0	0	--	--	--	--	--
National Aviation Academy	8	5	80.0%	0.0%	0.0%	\$0.73	100.0%
Net Synergy Pre-Apprenticeship LT3 Academy	0	0	--	--	--	--	--
New Horizons Computer Learning Center of Ta	36	38	97.4%	43.2%	23.7%	\$31.77	97.4%
Palm Beach Code School	0	0	--	--	--	--	--
Pinellas County Schools	76	37	64.9%	45.8%	16.2%	\$18.51	67.6%
Rasmussen University	3	2	50.0%	0.0%	0.0%	--	50.0%
Roadmaster Driver's School, Inc.	0	0	--	--	--	--	--
Southern Technical Institute	20	14	64.3%	44.4%	21.4%	\$15.63	71.4%
St. Petersburg College	58	24	66.7%	25.0%	8.3%	\$32.81	62.5%
Suncoast Career Academy	0	0	--	--	--	--	--
Tampa Medical College	0	0	--	--	--	--	--
Tampa Truck Driving School	0	0	--	--	--	--	--
Tampa Vocational Institute	0	0	--	--	--	--	--
Ultimate Medical Academy - Online	0	0	--	--	--	--	--
Ultimate Medical Academy, Inc.	24	18	66.7%	58.3%	33.3%	\$16.00	61.1%
University of South Florida	9	8	62.5%	100.0%	50.0%	\$40.72	62.5%
<b>Grand Total</b>	<b>377</b>	<b>222</b>	<b>71.6%</b>	<b>49.1%</b>	<b>25.2%</b>	<b>\$24.74</b>	<b>72.5%</b>



**INFORMATION ITEM 13**  
**Work-based Learning Spending**  
**For the period July 1, 2023 - December 31, 2023**

OJT Provider	Work-based Learning Spending	Approved Spending (if required)	Remaining	# of Participants	Avg./ Per Part
Bausch & Lomb	\$ 5,440			1	\$ 5,440
Builders Automation Machinery	\$ 7,582			1	\$ 7,582
Manpower	\$ 446,821			227	\$ 1,968
Net Synergy Virtual Solutions, LLC	\$ 18,420			5	\$ 3,684
<b>Total</b>	<b>\$ 478,264</b>			<b>234</b>	<b>\$ 2,044</b>

<b>Prior Year Same Period</b>	<b>\$ 293,729</b>
<b>Variance</b>	<b>\$ 184,535</b>

<b>132</b>	<b>\$ 2,225</b>
<b>102</b>	<b>\$ (181)</b>

<u>Manpower Breakout</u>	<u>Amount</u>	<u>Participant</u>	<u>Avg/Per Part</u>
WIOA Adult OJT and Youth PWE	6,962	4	\$ 1,741
WIOA Youth Paid-Work- Experience	146,154	51	\$ 2,866
Summer PAYS - TANF	293,706	172	\$ 1,708
	<b>\$ 446,821</b>	<b>227</b>	<b>\$ 1,968</b>

# Key Performance Report 1 - Develop Robust Partnerships with Employers

- **Objective 1:** Utilize and partner with existing business group that convene employers regularly to understand immediate and future needs.
- **Objective 2:** Develop and execute a marketing strategy to build awareness with businesses about engagement and services available.
- **Objective 3:** Increase services to incumbent workers and underemployed workers.
- **Objective 4:** Develop methods that help businesses navigate the workforce system's services and that connect them with qualified applicants.

## 11 Business Group Partners

- | BAMA (Bay Area Manufacturing Association)
- | Central Pinellas Chamber
- | Greater Seminole Chamber of Commerce
- | Pinellas Economic Development
- | Recruiter Networking Group
- | St. Petersburg Area Econ. Development Corp
- | St. Petersburg Chamber
- | Tampa Bay Beaches Chamber
- | Tampa Bay Tech
- | Upper Tampa Bay Chamber
- | Volunteers of Active Disaster (VOAD)

### Employers Served

973

### Job Orders Posted

6,055

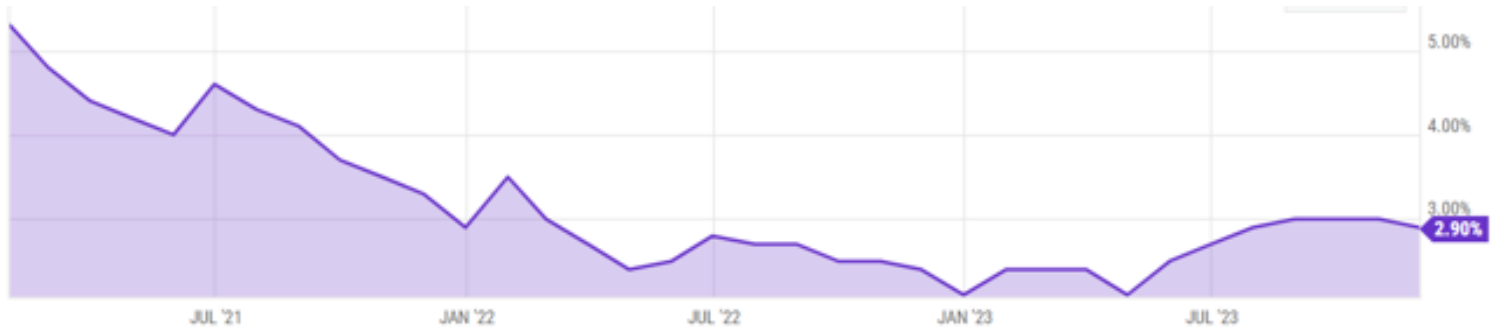
### Newly Registered Employers

118

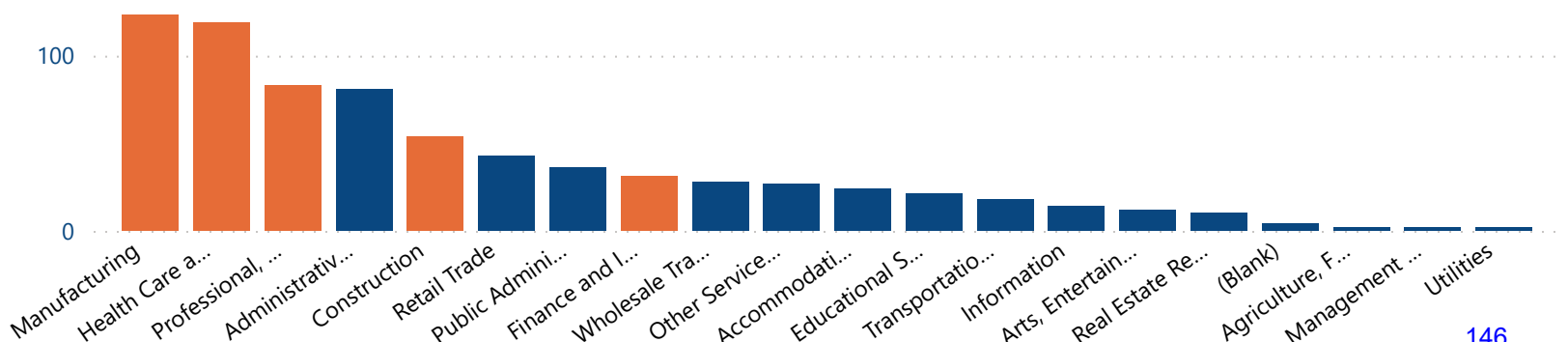
### Services Provided by Staff

4,828

The unemployment rate in the CareerSource Pinellas region (Pinellas County) was 2.9 percent in November 2023. This rate was 0.5 percentage point higher than the region's year ago rate of 2.4 percent. The region's November 2023 unemployment rate was equal to the state rate of 2.9 percent.



## Employer Industries Represented



# Key Performance Report 2 - Expand Outreach to Jobseekers

- **Objective 1:** Target outreach efforts based on areas of opportunity.
- **Objective 2:** Expand the virtual delivery of service system currently in place.
- **Objective 3:** Conduct analysis of existing asset mapping to identify local community-based organizations and resource assets that might assist with outreach and service delivery.
- **Objective 4:** Conduct a gap analysis through engagement with priority customers and key stakeholders to assess what services may be missing and/or what changes are needed in how services are delivered to ensure participation.
- **Objective 5:** Support individuals to gain employment through a system of wraparound services that is responsive to their diverse experience and needs.
- **Objective 6:** Develop a Regional Targeted Occupations List.

**183** Employers participated in **6** career fairs with **834** job seekers attending.

Job Seekers during PY

2,774

Placements Recorded

841

Services Provided

9,284

## Professional Networking Group

The Professional Networking Group is a specialty service available for individuals who meet specific criteria and typically command a higher wage at placement. Currently, Business Services staff host a monthly Orientation session to provide information on what job seekers can expect from the group and provide an overview of available services and programs. After attending Orientation, job seekers are next invited to attend weekly meetings which feature a mix of presentations, activities, and guest speakers.

## Focus on service

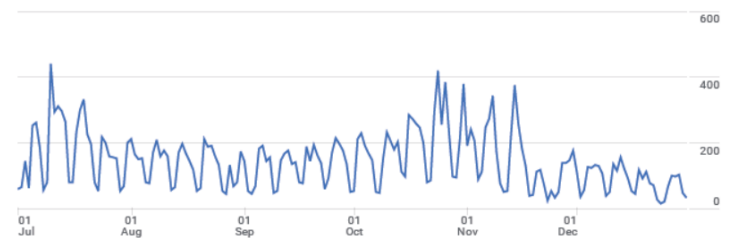
The Business Services team has focused heavily on partnership development with employers and community-based organizations to ensure that the needs of the business community are being met while also focusing efforts on targeted outreach to socio-economically challenged communities who are the most in need of support. Through these efforts, the team has reignited our presence across Pinellas County which has resulted in a reestablishment of trust within the community.

## Website Statistics Jul 1 - December 31, 2023

Views by Page title and screen class

PAGE TITLE AND SCREEN CLASS	VIEWS
CareerSource Pinellas - Connecting ...	19K
Workforce Innovation & Opportunity ...	7.9K
Hiring Events - CareerSource Pinellas	5K
Professional Skills Workshops - Car...	3.7K
Career Connect Job Fair - CareerSo...	2.3K
Career Services - CareerSource Pin...	2.2K
Join Our Team - CareerSource Pinell...	2.1K

Users  
24K



Session default channel group	↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count All events	Conversions All events	Total revenue
	23,830 100% of total	32,450 100% of total	12,603 100% of total	0s Avg 0%	0.53 Avg 0%	3.73 Avg 0%	38.84% Avg 0%	121,157 100% of total	0.00	\$0.00
1 Organic Search	9,320	14,011	7,024	0s	0.75	3.99	50.13%	55,899	0.00	\$0.00
2 Direct	8,845	11,294	3,592	0s	0.41	3.55	31.8%	40,128	0.00	\$0.00
3 Referral	3,548	4,492	1,449	0s	0.41	3.55	32.26%	15,961	0.00	\$0.00
4 Organic Social	2,088	2,522	424	0s	0.20	3.18	16.81%	8,008	0.00	\$0.00
5 Unassigned	217	217	3	0s	0.01	1.24	1.38%	268	0.00	\$0.00
6 Paid Search	153	187	53	0s	0.35	3.50	28.34%	654	0.00	\$0.00
7 Organic Shopping	65	65	1	0s	0.02	3.02	1.54%	196	0.00	\$0.00
8 Organic Video	10	13	2	0s	0.20	3.08	15.38%	40	0.00	\$0.00
9 Email	1	1	0	0s	0.00	3.00	0%	3	0.00	\$0.00



# Key Performance Report 3 - Build Organizational Capacity; Promote Change and Transformation of CareerSource Pinellas

- **Objective 1:** Present a positive message of the organization to include all that is currently being done and what will be done based on the strategic plan.
- **Objective 2:** Update talking points for use by board members and staff as part of the awareness campaign.
- **Objective 3:** Continue to improve and enhance the technology infrastructure both internally for staff to be more efficient and for communication among the system's partners and to increase user friendly access for customers.
- **Objective 4:** Ensure compliance and work with/train on the new ways of doing business that are in compliance while reducing the burden on customers through streamlined compliant processes.
- **Objective 5:** Develop methods to regularly listen to customers to test new processes before implementing them permanently.

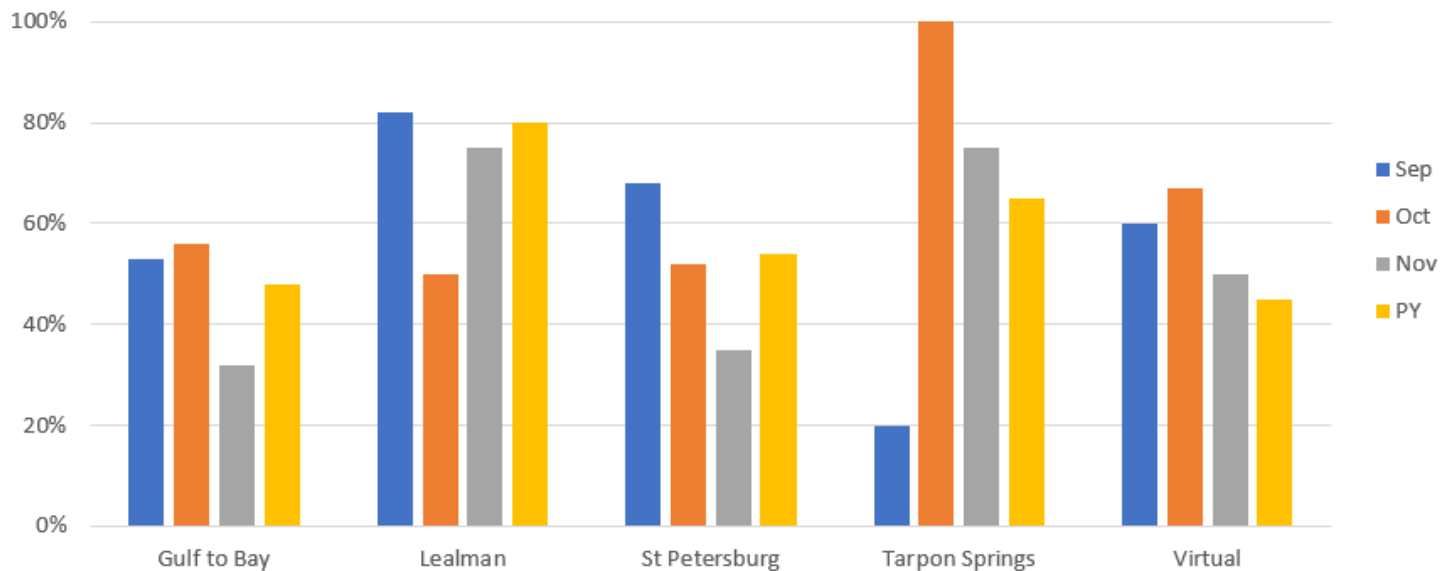
## Strategy

*Utilizing a robust and concerted effort focusing on Servant Leadership, Trust, Transparency, Employee Engagement, Training, and Development the Leadership team has fostered an environment that has led to a culture of learning as well as achievement of positive outcomes for all stakeholders.*

## Awareness

*Our internal marketing team and Tucker Hall, Public Relations Firm, are actively working to assist with strategic communications and to amplify our voice in the Tampa Bay area.*

### Net Promotor



Services Accessed by Month													
Service	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Appointment with Staff	36.11%	33.77%	38.55%	38.81%	40.00%								37.45%
Live or Recorded Online Workshops	30.56%	42.86%	38.55%	41.79%	30.00%								36.75%
Recruitment Event	0.00%	9.09%	6.02%	11.94%	8.33%								7.08%
Reemployment Assistance	69.44%	61.04%	83.13%	71.64%	61.67%								69.38%
Use of Computer Lab	11.11%	10.39%	12.05%	14.93%	8.33%								11.36%
Workforce Program Services (Job Search/WIOA/WTP/SNAP)	19.44%	35.06%	31.33%	23.88%	26.67%								27.28%
Other	5.56%	9.09%	4.82%	10.45%	6.67%								7.32%



## **INFORMATION ITEM 15**

### **December 31, 2023 Financial Statements**

1. December 31, 2023 Financial Statements	
a. Statement of Activities: Current Year vs. Prior Year.....	Page 150
b. Statement of Activities: Current Year vs. Budget .....	Page 153
c. Cost Allocation/Expenditure Report for PE 12/31/2023 .....	Page 156
d. Pooled Cost Report 12/31/2023 .....	Page 157
e. Grant Status Report 12/31/2023 .....	Page 158

**CareerSource Pinellas**  
Statement of Revenues and Expenditures  
From 7/1/2023 Through 12/31/2023  
(In Whole Numbers)

		<u>Actual 2023-2024</u>	<u>Actual 2022-2023</u>	<u>Variance</u>
<b>Revenue</b>				
<b>Operating Revenue</b>				
<b>Grant Revenue</b>				
Grant Revenue - Federal	3000	4,682,981	4,112,173	570,808
Grant Revenue - State	3001	<u>500</u>	<u>0</u>	<u>500</u>
Total Grant Revenue		4,683,481	4,112,173	571,308
<b>Contributions</b>				
Corporate Revenue	3100	<u>1,880</u>	<u>1,410</u>	<u>470</u>
Total Contributions		1,880	1,410	470
<b>Program Revenue</b>				
Ticket to Work Revenue	3103	<u>27,291</u>	<u>51,544</u>	<u>(24,253)</u>
Total Program Revenue		27,291	51,544	(24,253)
<b>Investment Income</b>				
Interest/Dividends	3200	<u>41,740</u>	<u>12,547</u>	<u>29,192</u>
Total Investment Income		41,740	12,547	29,192
<b>Other Income</b>				
Other Revenues	3300	<u>0</u>	<u>431</u>	<u>(431)</u>
Total Other Income		0	431	(431)
Total Operating Revenue		<u>4,754,392</u>	<u>4,178,106</u>	<u>576,286</u>
Total Revenue		<u>4,754,392</u>	<u>4,178,106</u>	<u>576,286</u>
<b>Expenditures</b>				
<b>Personnel Expenses</b>				
Salary Expense	5000	1,814,083	1,507,630	(306,452)
Salary Expense - Benefit Stipend	5005	415,143	335,993	(79,150)
Payroll Taxes	5050	151,752	132,129	(19,623)
Fringe Benefits (ER Paid)	5060	17,883	17,718	(165)
Retirement	5090	<u>100,481</u>	<u>65,489</u>	<u>(34,993)</u>
Total Personnel Expenses		2,499,342	2,058,958	(440,384)
<b>Program Expenses</b>				
Food and Beverages	5310	1,993	1,029	(964)
Communications	5500	49,214	49,016	(198)
Outreach/Marketing	5520	16,633	20,042	3,408
Service Provider Contract	8000	196,287	169,258	(27,029)
One-Stop Operator	8100	22,211	24,752	2,541
Internal Monitoring	8200	34,013	34,005	(8)
OJT	8300	329,594	239,656	(89,938)
Paid Work Experience	8320	146,153	8,564	(137,589)
Workforce Services	8335	12,000	33,500	21,500
Youth Stipends	8340	16,555	10,388	(6,167)
Other Customer Support Services	8341	12,810	12,852	42
Customer Training	8342	627,723	632,562	4,839
Customer Supportive Services	8343	1,432	0	(1,432)
Licensures	8344	(93)	110	203
Training Related Material	8345	9,788	21,760	11,972
Fees/exams/certifications	8346	<u>3,351</u>	<u>7,756</u>	<u>4,406</u>
Total Program Expenses		1,479,666	1,265,251	(214,415)
<b>Professional Fees</b>				
Accounting/Audit Fees	5100	31,934	16,991	(14,943)
Legal Fees	5101	66,006	37,290	(28,716)
Professional Service	5104	43,256	82,622	39,366
Legal (Lobbying)	5105	15,000	15,000	0
Contract Labor	5170	68,914	65,944	(2,970)

**CareerSource Pinellas**  
Statement of Revenues and Expenditures  
From 7/1/2023 Through 12/31/2023  
(In Whole Numbers)

		<u>Actual 2023-2024</u>	<u>Actual 2022-2023</u>	<u>Variance</u>
Contract IT Services	5171	119,478	122,967	3,489
Cybersecurity - IT	5172	26,522	25,310	(1,212)
Total Professional Fees		371,110	366,124	(4,986)
Supplies				
Office Supplies	5302	7,821	9,542	1,721
Postage/Shipping	5307	2,706	1,174	(1,533)
Document Shredding	5308	585	507	(78)
Total Supplies		11,113	11,223	110
Insurance				
Insurance - Commercial Property	5400	4,412	3,364	(1,048)
Insurance - General Liability	5401	37,988	38,920	932
Insurance - Workers Comp	5403	19,305	7,208	(12,097)
Insurance - Auto	5404	0	4,032	4,032
Total Insurance		61,705	53,524	(8,181)
Occupancy				
Office Rent/Lease	5200	137,647	133,708	(3,939)
Utilities	5202	21,681	17,043	(4,638)
Repairs & Maintenan	5203	1,513	7,678	6,165
Security	5204	364	234	(130)
Janitorial Expense	5205	21,098	18,439	(2,659)
Pest Control	5206	1,386	1,290	(96)
Total Occupancy		183,688	178,391	(5,297)
Office Equipment				
Equipment Rent/Lease	5300	13,915	15,318	1,404
Copy Machine Usage/Maintenance	5301	8,277	3,772	(4,505)
Comp	5304	38,771	114,008	75,237
Software/License/Maintenance				
Equipment < \$5,000	5305	2,854	4,727	1,873
Equipment >or= \$5,000	5306	0	8,350	8,350
Total Office Equipment		63,818	146,176	82,358
Travel and Meetings				
Travel - Mileage	5540	5,825	4,050	(1,775)
Travel - Out of Town	5541	32,120	20,345	(11,776)
Meetings/Conferences	5560	10,198	12,015	1,817
Total Travel and Meetings		48,144	36,410	(11,734)
Licenses, Dues and Other Fees				
Staff Training/Education	5052	5,521	5,716	195
Recruitment	5095	0	2,162	2,162
Payroll Processing Fees	5103	4,695	5,318	623
License/Dues & Other Fees	5581	19,065	24,119	5,054
HSA\FSA Administrative Expenses	5582	275	0	(275)
401k Administrative Fees	5583	0	5,650	5,650
HRIS Administrative Fees	5584	6,096	6,573	478
Total Licenses, Dues and Other Fees		35,651	49,538	13,886
Miscellaneous				
Bank Fees	5102	0	45	45
Other Expense	5700	7,490	11,209	3,719
Vehicle Expenses	5701	0	230	230
Total Miscellaneous		7,490	11,484	3,994
Allocations				
Board Cost Pool Allocation	9800	0	684	684
Indirect Program Cost Pool Allocation	9807	0	(684)	(684)

**CareerSource Pinellas**  
Statement of Revenues and Expenditures  
From 7/1/2023 Through 12/31/2023  
(In Whole Numbers)

	<u>Actual 2023-2024</u>	<u>Actual 2022-2023</u>	<u>Variance</u>
Total Allocations	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>4,761,726</u>	<u>4,177,078</u>	<u>(584,648)</u>
Net Revenue over (under) Expenditures	<u>(7,334)</u>	<u>1,028</u>	<u>(8,362)</u>

**CareerSource Pinellas**  
Statement of Revenues and Expenditures - 2023-24 Actual vs Budget Mod 3  
From 7/1/2023 Through 12/31/2023  
(In Whole Numbers)

		Actual YTD	YTD Budget Mod 3	YTD Variance	Total FY Budget Mod 3	Budget Remaining
<b>Revenue</b>						
<b>Operating Revenue</b>						
<b>Grant Revenue</b>						
Grant Revenue - Federal	3000	4,682,981	4,702,585	(19,604)	8,957,702	(4,274,721)
Grant Revenue - State	3001	500	500	0	200,000	(199,500)
<b>Total Grant Revenue</b>		<u>4,683,481</u>	<u>4,703,085</u>	<u>(19,604)</u>	<u>9,157,702</u>	<u>(4,474,221)</u>
<b>Contributions</b>						
Corporate Revenue	3100	1,880	1,200	680	2,400	(520)
<b>Total Contributions</b>		<u>1,880</u>	<u>1,200</u>	<u>680</u>	<u>2,400</u>	<u>(520)</u>
<b>Program Revenue</b>						
Ticket to Work Revenue	3103	27,291	25,615	1,676	60,000	(32,709)
<b>Total Program Revenue</b>		<u>27,291</u>	<u>25,615</u>	<u>1,676</u>	<u>60,000</u>	<u>(32,709)</u>
<b>Investment Income</b>						
Interest/Dividends	3200	41,740	41,739	1	82,000	(40,260)
<b>Total Investment Income</b>		<u>41,740</u>	<u>41,739</u>	<u>1</u>	<u>82,000</u>	<u>(40,260)</u>
<b>Total Operating Revenue</b>		<u>4,754,392</u>	<u>4,771,639</u>	<u>(17,247)</u>	<u>9,302,102</u>	<u>(4,547,710)</u>
<b>Total Revenue</b>		<u>4,754,392</u>	<u>4,771,639</u>	<u>(17,247)</u>	<u>9,302,102</u>	<u>(4,547,710)</u>
<b>Expenditures</b>						
<b>Personnel Expenses</b>						
Salary Expense	5000	1,814,083	1,814,084	1	3,494,754	1,680,671
Salary Expense - Benefit Stipend	5005	415,143	415,143	0	755,156	340,013
Payroll Taxes	5050	151,752	151,723	(29)	329,872	178,120
Fringe Benefits (ER Paid)	5060	17,883	17,882	(1)	40,275	22,392
Retirement	5090	100,481	100,681	200	206,516	106,035
<b>Total Personnel Expenses</b>		<u>2,499,342</u>	<u>2,499,513</u>	<u>171</u>	<u>4,826,573</u>	<u>2,327,231</u>
<b>Program Expenses</b>						
Food and Beverages	5310	1,993	2,100	107	4,200	2,207
Communications	5500	49,214	47,760	(1,454)	95,520	46,306
Outreach/Marketing	5520	16,633	23,250	6,617	35,400	18,767
Service Provider Contract	8000	196,287	204,390	8,103	515,000	318,713
One-Stop Operator	8100	22,211	24,000	1,789	48,000	25,789
Internal Monitoring	8200	34,013	34,000	(13)	68,000	33,988
OJT	8300	329,594	329,594	(0)	770,000	440,406
Paid Work Experience	8320	146,153	60,000	(86,153)	120,000	(26,153)
Workforce Services	8335	12,000	12,000	0	24,000	12,000
Youth Stipends	8340	16,555	14,000	(2,555)	16,500	(55)
Other Customer Support Services	8341	12,810	12,600	(210)	25,200	12,390

**CareerSource Pinellas**

Statement of Revenues and Expenditures - 2023-24 Actual vs Budget Mod 3

From 7/1/2023 Through 12/31/2023

(In Whole Numbers)

		Actual YTD	YTD Budget Mod 3	YTD Variance	Total FY Budget Mod 3	Budget Remaining
Customer Training	8342	627,723	639,000	11,277	1,138,000	510,277
Customer Supportive Services	8343	1,432	1,431	(1)	8,000	6,568
Licensures	8344	(93)	0	93	0	93
Training Related Material	8345	9,788	24,300	14,512	48,600	38,812
Fees/exams/certifications	8346	<u>3,351</u>	<u>12,600</u>	<u>9,249</u>	<u>25,200</u>	<u>21,849</u>
Total Program Expenses		1,479,666	1,441,025	(38,641)	2,941,620	1,461,954
Professional Fees						
Accounting/Audit Fees	5100	31,934	23,750	(8,184)	56,250	24,316
Legal Fees	5101	66,006	48,000	(18,006)	96,000	29,994
Professional Service	5104	43,256	42,960	(296)	85,920	42,664
Legal (Lobbying)	5105	15,000	0	(15,000)	25,000	10,000
Contract Labor	5170	68,914	68,900	(14)	131,800	62,886
Contract IT Services	5171	119,478	119,718	240	245,340	125,862
Cybersecurity - IT	5172	<u>26,522</u>	<u>23,580</u>	<u>(2,942)</u>	<u>47,160</u>	<u>20,638</u>
Total Professional Fees		371,110	326,908	(44,202)	687,470	316,360
Supplies						
Office Supplies	5302	7,821	11,350	3,529	22,450	14,629
Postage/Shipping	5307	2,706	1,650	(1,056)	3,300	594
Document Shredding	5308	<u>585</u>	<u>702</u>	<u>117</u>	<u>1,404</u>	<u>819</u>
Total Supplies		11,113	13,702	2,589	27,154	16,041
Insurance						
Insurance - Commercial Property	5400	4,412	4,500	88	9,000	4,588
Insurance - General Liability	5401	37,988	38,500	512	77,000	39,012
Insurance - Workers Comp	5403	<u>19,305</u>	<u>17,026</u>	<u>(2,279)</u>	<u>34,054</u>	<u>14,749</u>
Total Insurance		61,705	60,026	(1,679)	120,054	58,349
Occupancy						
Office Rent/Lease	5200	137,647	137,066	(581)	256,415	118,768
Utilities	5202	21,681	19,600	(2,081)	36,700	15,019
Repairs & Maintenance	5203	1,513	2,370	857	4,680	3,167
Security	5204	364	234	(130)	468	104
Janitorial Expense	5205	21,098	19,890	(1,208)	39,780	18,682
Pest Control	5206	<u>1,386</u>	<u>1,290</u>	<u>(96)</u>	<u>2,580</u>	<u>1,194</u>
Total Occupancy		183,688	180,450	(3,238)	340,623	156,935
Office Equipment						
Equipment Rent/Lease	5300	13,915	12,006	(1,909)	24,012	10,097
Copy Machine Usage/Maintenance	5301	8,277	4,500	(3,777)	9,000	723
Comp Software/License/Maintenance	5304	38,771	85,441	46,670	111,077	72,306
Equipment < \$5,000	5305	2,854	9,000	6,146	18,000	15,146



**CareerSource Pinellas**

Statement of Revenues and Expenditures - 2023-24 Actual vs Budget Mod 3

From 7/1/2023 Through 12/31/2023

(In Whole Numbers)

		<u>Actual YTD</u>	<u>YTD Budget Mod 3</u>	<u>YTD Variance</u>	<u>Total FY Budget Mod 3</u>	<u>Budget Remaining</u>
Total Office Equipment		<u>63,818</u>	<u>110,947</u>	<u>47,129</u>	<u>162,089</u>	<u>98,271</u>
Travel and Meetings						
Travel - Mileage	5540	5,825	5,450	(375)	10,900	5,075
Travel - Out of Town	5541	32,120	32,121	1	32,750	630
Meetings/Conferences	5560	<u>10,198</u>	<u>14,000</u>	<u>3,802</u>	<u>18,850</u>	<u>8,652</u>
Total Travel and Meetings		48,144	51,571	3,427	62,500	14,356
Licenses, Dues and Other Fees						
Staff Training/Education	5052	5,521	28,750	23,229	43,050	37,529
Recruitment	5095	0	2,400	2,400	4,800	4,800
Payroll Processing Fees	5103	4,695	3,250	(1,445)	6,500	1,805
License/Dues & Other Fees	5581	19,065	26,692	7,627	40,339	21,274
HSA\FSA Administrative Expenses	5582	275	540	265	1,080	805
HRIS Administrative Fees	5584	<u>6,096</u>	<u>3,900</u>	<u>(2,196)</u>	<u>7,800</u>	<u>1,704</u>
Total Licenses, Dues and Other Fees		35,651	65,532	29,881	103,569	67,918
Miscellaneous						
Other Expense	5700	<u>7,490</u>	<u>0</u>	<u>(7,490)</u>	<u>0</u>	<u>(7,490)</u>
Total Miscellaneous		<u>7,490</u>	<u>0</u>	<u>(7,490)</u>	<u>0</u>	<u>(7,490)</u>
Total Expenditures		<u>4,761,726</u>	<u>4,749,674</u>	<u>(12,052)</u>	<u>9,271,652</u>	<u>4,509,926</u>
Net Revenue over (under) Expenditures		<u>(7,334)</u>	<u>21,965</u>	<u>(29,299)</u>	<u>30,450</u>	<u>(37,784)</u>



**CareerSource Pinellas  
Cost Allocation/Expenditure Report  
For the Six Months Ended December 31, 2023**

	WIOA	Employment Services	WTP	SNAP	TAA	Total Direct Grants and Spec Projects	Total
Approved 2023-2024 Planning Budget	5,533,069	1,534,000	2,400,000	400,000	10,000	453,953	10,331,022
Approved Budget Modification #1	(724,054)	139,687	(250,000)	-	-	-	(834,367)
Approved Budget Modification #2	-	-	-	-	-	-	-
Approved 2023-2024 Planning Budget	<b>4,809,015</b>	<b>1,673,687</b>	<b>2,150,000</b>	<b>400,000</b>	<b>10,000</b>	<b>453,953</b>	<b>9,496,655</b>
<b>Expenditures to Date:</b>							
<b>Pooled Costs</b>							
Administrative	262,214	89,381	71,276	16,935	918	7,455	<b>448,179</b>
MIS\Technology	217	44,491	0	3,669	0	0	<b>48,377</b>
Outreach and Marketing	267	54,920	0	6,161	0	0	<b>61,348</b>
Staff Training Cost Pool	21	1,854	0	0	0	0	<b>1,875</b>
One-Stop Cost Pool	696	169,499	0	10,674	0	0	<b>180,869</b>
Program Management	339,628	197,959	127,390	77,205	0	0	<b>742,182</b>
Business Services	432,229	90,702	139,219	0	0	0	<b>662,150</b>
Indirect Program	899	3,203	2,949	625	4	276	<b>7,956</b>
<b>Total Pooled Costs</b>	<b>1,036,171</b>	<b>652,009</b>	<b>340,834</b>	<b>115,269</b>	<b>922</b>	<b>7,731</b>	<b>2,152,936</b>
	40%	68%	38%	48%	10%	10%	45%
<b>Direct Costs</b>							
Personnel Expenses	457,216	184,351	151,020	112,965	-	-	905,552
Service Provider Contracts	195,420	-	867	-	-	-	196,287
Workbased Learning Initiatives	184,558	-	291,190	-	-	-	475,748
Training and Support Services	632,226	8,277	30,290	167	6,715	1,892	679,567
Other Direct Operating Costs	78,812	107,237	81,302	14,070	1,593	68,622	351,636
<b>Total Direct Costs</b>	<b>1,548,232</b>	<b>299,865</b>	<b>554,669</b>	<b>127,202</b>	<b>8,308</b>	<b>70,514</b>	<b>2,608,790</b>
	60%	32%	62%	52%	90%	90%	55%
<b>Total Costs</b>	<b>2,584,403</b>	<b>951,874</b>	<b>895,503</b>	<b>242,471</b>	<b>9,230</b>	<b>78,245</b>	<b>4,761,726</b>
<b>Unexpended Budget Balance</b>	<b>2,224,612</b>	<b>721,813</b>	<b>1,254,497</b>	<b>157,529</b>	<b>770</b>	<b>375,708</b>	<b>4,734,929</b>
<b>Percentage of Budget Expended</b>	<b>53.7%</b>	<b>56.9%</b>	<b>41.7%</b>	<b>60.6%</b>	<b>92.3%</b>	<b>17.2%</b>	<b>50.1%</b>



**CareerSource Pinellas**  
**Pooled Cost Expenditure Report**  
**For the Six Months Ended December 31, 2023**

Expenditure	Admin	MIS/Tech Cost Pool	Outreach & Marketing Cost Pool	Staff Training Cost Pool	One-Stop Cost Pool	Case Mgmt Cost Pool	Business		Program Indirect	Total
							Services Cost Pool			
Salary Expense	260,394	-	-	-	-	480,437	429,217	5,460		<b>1,175,508</b>
Salary Expense - Benefit Stipend	33,249	-	-	-	-	106,266	106,873	600		<b>246,988</b>
Payroll Taxes	19,020	-	-	-	-	38,956	37,316	396		<b>95,688</b>
Fringe Benefits (ER Paid)	2,459	-	-	-	-	5,021	4,402	-		<b>11,882</b>
Retirement	13,772	-	-	-	-	25,281	24,373	298		<b>63,724</b>
<b>Total Salary and Benefits</b>	<b>328,894</b>	-	-	-	-	<b>655,961</b>	<b>602,181</b>	<b>6,754</b>		<b>1,593,790</b>
Office Rent/Lease	17,735	-	-	-	76,403	16,620	21,900	379		<b>133,037</b>
Professional Service	-	-	39,339	-	-	-	-	-		<b>39,339</b>
Contract Labor	-	36,400	-	-	-	-	-	-		<b>36,400</b>
Internal Monitoring	9,016	-	-	-	-	24,996	-	-		<b>34,012</b>
Accounting/Audit Fees	31,934	-	-	-	-	-	-	-		<b>31,934</b>
Insurance - General Liability	8,129	27	-	-	-	14,617	4,159	173		<b>27,105</b>
Communications	3,101	229	-	-	11,131	4,732	6,160	66		<b>25,419</b>
One-Stop Operator	-	-	-	-	22,211	-	-	-		<b>22,211</b>
Utilities	-	-	-	-	21,681	-	-	-		<b>21,681</b>
Janitorial Expense	-	-	-	-	21,098	-	-	-		<b>21,098</b>
Outreach/Marketing	-	-	16,559	-	-	-	48	-		<b>16,607</b>
License/Dues & Other Fees	3,537	250	5,450	-	-	544	6,180	104		<b>16,065</b>
Travel - Out of Town	5,128	-	-	-	-	4,300	5,711	-		<b>15,139</b>
Contract IT Services	3,181	1,905	-	-	-	4,725	2,953	67		<b>12,831</b>
Insurance - Workers Comp	2,765	-	-	-	-	4,964	4,528	67		<b>12,324</b>
Equipment Rent/Lease	766	-	-	-	9,260	655	995	15		<b>11,691</b>
Comp Software/License/Maintenance	3,961	5,940	-	-	-	1,111	-	84		<b>11,096</b>
Legal Fees	10,787	-	-	-	-	-	-	-		<b>10,787</b>
Copy Machine Usage/Maintenance	1,459	-	-	-	4,449	304	526	23		<b>6,761</b>
HRIS Administrative Fees	5,989	-	-	-	-	-	-	107		<b>6,096</b>
Meetings/Conferences	1,750	-	-	-	-	1,050	2,948	-		<b>5,748</b>
Office Supplies	500	-	-	-	3,560	664	871	13		<b>5,608</b>
Staff Training/Education	3,646	-	-	1,875	-	-	-	-		<b>5,521</b>
Cybersecurity - IT	466	3,350	-	-	-	1,106	408	-		<b>5,330</b>
Payroll Processing Fees	4,599	-	-	-	-	-	-	96		<b>4,695</b>
Insurance - Commercial Property	302	-	-	-	3,397	331	309	7		<b>4,346</b>
Workforce Services	-	-	-	-	-	4,000	-	-		<b>4,000</b>
Equipment < \$5,000	-	-	-	-	1,679	1,175	-	-		<b>2,854</b>
Postage/Shipping	50	-	-	-	2,506	50	83	-		<b>2,689</b>
Travel - Mileage	305	-	-	-	-	205	2,141	-		<b>2,651</b>
Repairs & Maintenananc	-	275	-	-	1,238	-	-	-		<b>1,513</b>
Pest Control	-	-	-	-	1,386	-	-	-		<b>1,386</b>
Document Shredding	78	-	-	-	507	-	-	-		<b>585</b>
Security	-	-	-	-	364	-	-	-		<b>364</b>
HSA\FSA Administrative Expenses	102	-	-	-	-	72	51	-		<b>225</b>
Other\Rounding	-	1	-	-	(1)	-	(2)	-		<b>(2)</b>
	<b>448,180</b>	<b>48,377</b>	<b>61,348</b>	<b>1,875</b>	<b>180,869</b>	<b>742,182</b>	<b>662,150</b>	<b>7,955</b>		<b>2,152,936</b>





## **INFORMATION ITEM 16**

### **Education and Industry Consortium**

Section 445.007(15), Florida Statutes, requires each local workforce development board to create an education and industry consortium composed of representatives of educational entities and businesses in the designated workforce service delivery area. The membership of the Consortium is as follows:

- Ms. Jenee Skipper, Economic Development Manager, Pinellas County Economic Development
- Dr. Jackie Skryd – Vice President of Workforce Development & Corporate Partnerships, St. Petersburg College
- Mr. Paul Toomey – President, Geographic Solutions

The initial meeting of the consortium was held on Thursday, March 7, 2024. The Consortium discussed the CareerSource Florida Policy, the summary from the January 18, 2024 roundtable discussion of the One Pinellas Business Alliance, and Economy and Industry Overview of Pinellas County. These documents are in the packet for your reference.

Upon consolidation with CareerSource Tampa Bay, a new Consortium will be formed for the Region.

# CareerSource Pinellas EDUCATION & INDUSTRY CONSORTIUM QUARTERLY REPORT

## A. GENERAL INFORMATION

Report quarter: \_\_\_\_\_ Q1 \_\_\_\_\_

Date of meeting: \_\_\_\_\_ 3.7.2024 \_\_\_\_\_

Report prepared by: \_\_\_\_\_ Leah Geis \_\_\_\_\_

Local workforce development board contact: \_\_\_\_\_ Steven Meier \_\_\_\_\_ Date: 3.7.2024

## B. ATTENDANCE

Name	Organization	Industry or Education Organization	Contact Information
Jackie Skryd	St. Petersburg College	Education	727-302-6809   <a href="mailto:Skryd.Jackie@spcollege.edu">Skryd.Jackie@spcollege.edu</a>
Jenee Skipper	Pinellas County Economic Development	Industry	D: (727) 453 – 7781 F: (727) 464 – 7053 Email: <a href="mailto:jskipper@pinellas.gov">jskipper@pinellas.gov</a> 13805 58 <sup>th</sup> St. N. Suite 1-200 Clearwater, FL 33760
Paul Toomey	Geographic Solutions	Industry	727-510-6702 cell   727.786.7955 ext.208 office   727.786.5871 fax   <a href="mailto:PToomey@geosolinc.com">PToomey@geosolinc.com</a> 2570 Coral Landings Blvd., Palm Harbor, FL 34684   <a href="http://geographicsolutions.com">geographicsolutions.com</a>
Steven Meier	CareerSource Pinellas		13805 58 <sup>th</sup> Street N., 2-140 Clearwater, FL 33760 <a href="mailto:SMeier@careersourcepinellas.com">SMeier@careersourcepinellas.com</a> Tel. (727) 608-1709 Cell (727) 365-8642 Fax (727) 524-4350
Jason Druding	CareerSource Pinellas		13805 58 <sup>th</sup> Street N., 2-140 Clearwater, FL 33760 <a href="mailto:jdruding@careersourcepinellas.com">jdruding@careersourcepinellas.com</a> Internal Ext: 2702 Direct: (727)-608-2421 Cell: (727) 415-2812 Fax (727) 524-4350

Leah Geis	CareerSource Pinellas		13805 58 <sup>th</sup> Street North, Ste 2-140 Clearwater, Florida 33760 <a href="mailto:Lgeis@careersourcepinellas.com">Lgeis@careersourcepinellas.com</a> Tel. (727) 608-2551 Work cell (727) 899-0008 Fax (727) 524-4350
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## B. SUMMARY REPORT

1. Summary analysis of the local labor market based on the industry representative needs and education offerings. (Provide summary)
  - Some of the biggest issues are a serious lack of affordable housing, lack of transportation/public transportation and childcare.
  - Not a lot of individuals coming here to work in manufacturing.
  - Still hard to find qualified local talent.
  - Most students obtaining degrees from SPC are staying in Pinellas County.
  
2. Information on priority industry sectors and occupations for the local area. (Provide summary)
  - See report from Lightcast.
  
3. Information on the status of existing talent pipelines for in-demand occupations. (Provide summary)
  - Jackie said SPC is considering doing a campaign for manufacturing to help explain exactly what it is and bring individuals into that industry.
  - SPC tracks whether or not their degrees lead to high wage jobs.





2023.09.19.A.2

<b>Title:</b>	<b>Education and Industry Consortiums</b>
<b>Adopted:</b>	09/19/2023
<b>Effective:</b>	09/19/2023

## I. PURPOSE AND SCOPE

Section 445.007(15), Florida Statutes, requires each local workforce development board to create an education and industry consortium composed of representatives of educational entities and businesses in the designated workforce service delivery area.

This policy requires local workforce development boards to appoint education and industry consortiums composed of local leaders who provide independent information from stakeholders in their local area. Local workforce development boards shall consider this information in creating strategies and local plans that describe efforts to provide educational and workforce opportunities to businesses and job seekers. The goal is to align educational programming with industry needs at the local level.

This policy applies to local education and industry consortiums and the local workforce development boards that appoint them. Education and industry consortiums act as independent advisory groups. Members do not have any direct or implied authority over local workforce development boards, their membership or employees.

## II. BACKGROUND

Signed into law May 15, 2023, Senate Bill 240, an act relating to education, amended section 445.007(15), Florida Statutes, requiring each local workforce development board to create an education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area.

CareerSource Florida surveyed local workforce development boards and education institutions to determine what ongoing activities existed and obtain information and recommendations from local education and industry stakeholders about the availability of education, employment and

training opportunities available to businesses and job seekers in local workforce development areas.

A workgroup was convened to develop a collaborative strategic policy that meets statutory requirements of Senate Bill 240 and aligns all relevant federal, state and local laws and policies. The goal for these consortia is for the local workforce development board to obtain local community-based information related to educational programs and industry needs and provide that information to local workforce development boards to inform programs, services and partnerships in the service delivery area. This approach ensures local workforce development boards are informed about the current workforce and talent needs of their targeted industries and existing educational and training offerings. This approach also affords businesses the opportunity to closely collaborate with workforce and education stakeholders to eliminate barriers and identify innovative talent pipeline opportunities like work-based learning experiences, internships, preapprenticeship, registered apprenticeship, on-the-job training, customized training, Incumbent Worker Training and other training opportunities.

The workgroup, which included stakeholders from education, business, state government and local workforce development boards, met six times and made recommendations informing the strategic policy elements listed below.

### **III. POLICY**

#### **Required Membership**

Each local workforce development board shall create an education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area. The chair of the local workforce development board shall appoint the consortium members. A member of a local workforce development board shall not serve as a member of the consortium. Consortium members shall be appointed for two-year terms beginning on Jan. 1 of the year of the appointment, and any vacancy on the consortium must be filled for the remainder of the unexpired term in the same manner as the original appointment.

The membership of the education and industry consortium must meet the following requirements:

#### Industry Representative Requirements:

- Chief Executive Officers or presidents or other executive level staff from the top public and private employers in the local area.
- Industry representatives should reflect the priority industries in the local area.

#### Education Representative Requirements:

- Superintendents, presidents, or other leadership staff from education institutions in the local area that represent both public and private education entities in:
  - K-12 education
  - District Technical Colleges
  - State Colleges
  - Universities
  - Other degree or credential granting institutions in the local area

If a member of the education and industry consortium is unable to attend a meeting, a designee from the members' executive team may attend.

## Meetings

Each education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area must meet at least quarterly. The local workforce development board will ensure that administrative support is provided to the consortium as needed and will be specifically responsible for the following:

- Maintaining a roster of consortium members and posting the current roster on the local workforce development board website.
- Posting scheduled consortium meetings on the local workforce development board website.
- Posting the quarterly reports from each meeting on the local workforce development website.

It is not required that consortium meetings be separately conducted from existing, similar meetings in the local area. Consortium meetings' discussions need only focus on the local labor market needs including:

1. Industry representatives sharing their specific talent development needs or observations on talent in the local area.
2. Education representatives sharing what specific education offerings are available in the local area.

## Reports

Education and industry consortiums in each local area shall provide quarterly reports to the applicable local workforce development board (and locally designated areas) which provide community-based information related to educational programs and industry needs to inform the local workforce development board on programs, services, and partnerships in the service delivery area.

Quarterly reports shall include:

- A record of the consortium members in attendance.
- A summary analysis of the local labor market based on industry representative needs and education offerings.
- Information on priority industry sectors and occupations for the local area.
- Information on the status of existing talent pipelines for in-demand occupations and the need to expand or leverage existing and/or new resources.

Local workforce development boards are encouraged to consider information obtained from the education and industry consortium to determine effective ways to grow, retain and attract talent to the service delivery area.

As noted above, quarterly education and industry consortium reports shall be published on the local workforce development board's website. Links to education and industry consortium reports and rosters shall be included in each local workforce development board's Workforce Innovation and Opportunity Act local plan.

## IV. AUTHORITY

[Public Law 113-128, Workforce Innovation and Opportunity Act \(2014\)](#)

[Chapter 445.004, Florida Statutes](#)

[Chapter 445.007, Florida Statutes](#)

## **V. ATTACHMENTS**

[Consortium Member Appointment Letter Template](#)

[Consortium Roster Matrix Template](#)

[Quarterly Report Template](#)



**One Pinellas Business Alliance  
Roundtable Summary  
January 18, 2024**

Question #1 - CEO share their perspectives on the economic development challenges and opportunities in their respective sectors.

**Key Takeaways:**

- Provision of Workforce housing that is affordable was the overwhelming issue for Alliance members.
- Workforce Development & Talent Recruitment is not far behind in importance to the business leaders.
- Land availability for industrial, Class A office and other job generating opportunities is a concern.
- Provision of infrastructure, particularly viable transportation solutions for employees is important to attract and retain workers.

Question #2 - What can Pinellas County Economic Development and countywide economic development partners bring to the table to assist with challenges and opportunities?

**Key Takeaways:**

- Connect educators and trainers with businesses for an enhanced talent pipeline.
- Provide data (Economic Data Dashboard, Inventory of Available Sites and Buildings, ALICE Report, etc.) to track progress and identify opportunities.
- Use county's site selection services to bring communities together for greater job generation.
- Leverage STAR Center and other county-owned land to establish new employment centers.
- Be an advocate for business growth and a healthy business climate.
- Bring diverse public and private groups together for countywide economic development success.

Question #3 – What economic insights (topics) will support your growth and retention that the Alliance can present updates for future meeting roundtables?

**Key Takeaways:**

- Explore affordable workforce housing solutions.
- Continue dialogue with educators/trainers regarding workforce and talent development.
- Identify transportation solutions that connect workers with jobs.
- Discuss incentives to attract and retain employees including childcare, access/available housing.
- Explore new ways to reduce redundancy and increase coordination and collaboration amongst economic development partners.





# Pinellas County, FL

CareerSource Pinellas



13805 58th Street N  
Suite 2140  
Clearwater, Florida 33760

# Contents

Report Parameters .....	1
Economy Overview .....	2
Unemployment by Demographics .....	4
Historic & Projected Trends .....	8
Population Characteristics .....	12
Inbound and Outbound Migration .....	14
Industry Characteristics .....	16
Business Characteristics .....	21
Workforce Characteristics .....	23
Educational Pipeline .....	24
In-Demand Skills .....	25



## Report Parameters

### 1 County

12103 Pinellas County, FL

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### Class of Worker

QCEW Employees, Non-QCEW Employees, and Self-Employed

The information in this report pertains to the chosen geographical area.

## Economy Overview

**956,656**

**Population (2023)**

Population **decreased by 16,687** over the last 5 years and is projected to **decrease by 35,773** over the next 5 years.

**499,109**

**Total Regional Employment**

Jobs **grew by 20,323** over the last 5 years and are projected to **grow by 9,830** over the next 5 years.

**\$60.5K**

**Median Household Income (2021)**

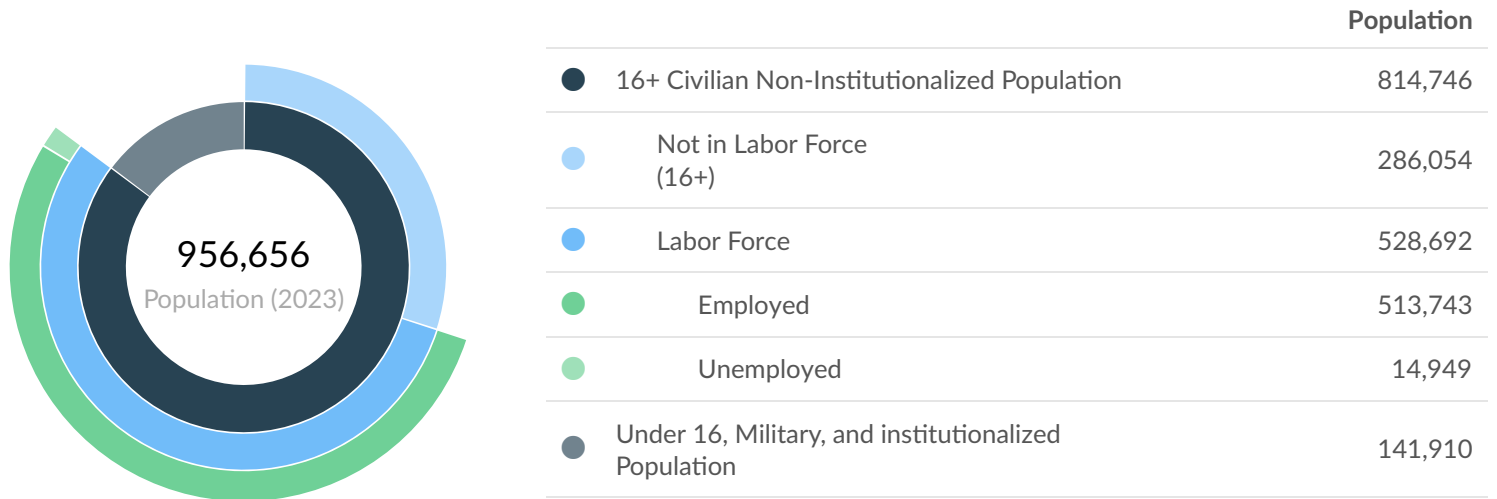
Median household income is **\$8.6K below** the national median household income of \$69.0K.

### Takeaways

- As of 2023 the region's population **declined by 1.7%** since 2018, falling by 16,687. Population is expected to **decrease by 3.7%** between 2023 and 2028, losing 35,773.
- From 2018 to 2023, jobs **increased by 4.2%** in Pinellas County, FL from 478,786 to **499,109**. This change **outpaced the national growth rate of 3.6% by 0.6%**. As the number of jobs increased, the **labor force participation rate increased from 57.6% to 64.9% between 2018 and 2023**.
- Concerning educational attainment, **23.0% of Pinellas County, FL residents possess a Bachelor's Degree** (1.9% above the national average), and **10.5% hold an Associate's Degree** (1.5% above the national average).
- The top three industries in 2023 are Restaurants and Other Eating Places, General Medical and Surgical Hospitals, and Local Government, Excluding Education and Hospitals.

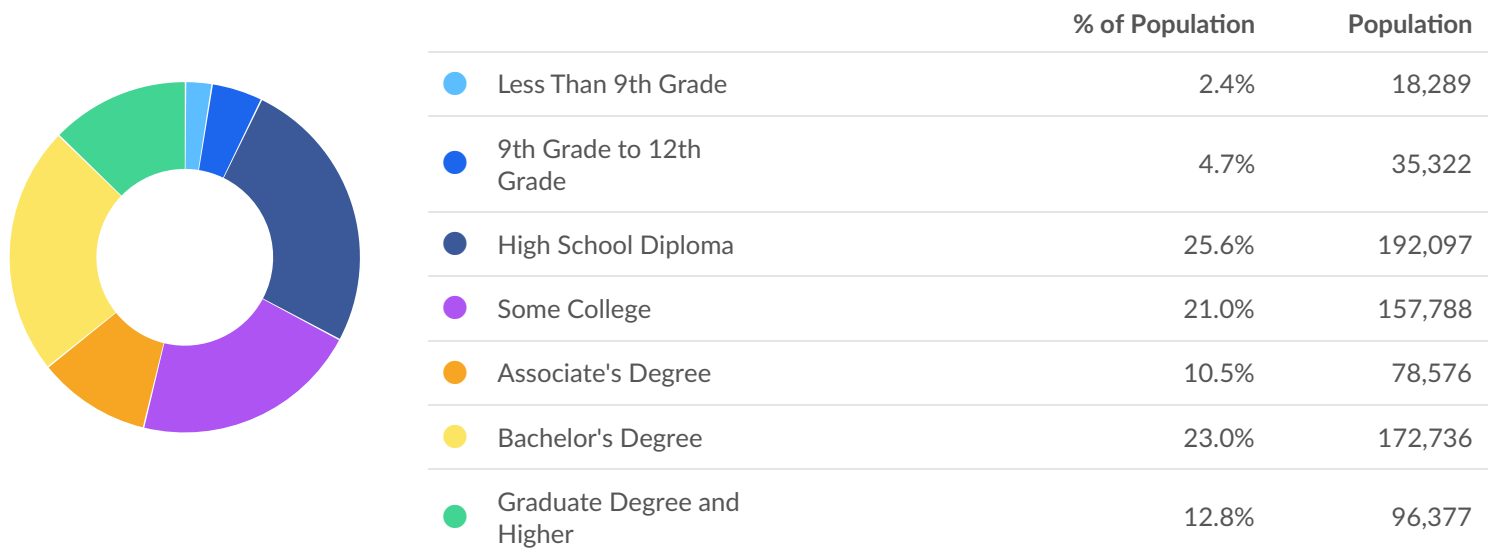
	Population (2023)	Labor Force (Dec 2023)	Jobs (2023)	Cost of Living	GRP	Imports	Exports
Region	956,656	528,692	499,109	112.8	\$68.06B	\$54.03B	\$53.23B
State	22,467,312	11,121,678	10,766,670	101.3	\$1.42T	\$982.26B	\$935.21B

## Dec 2023 Labor Force Breakdown



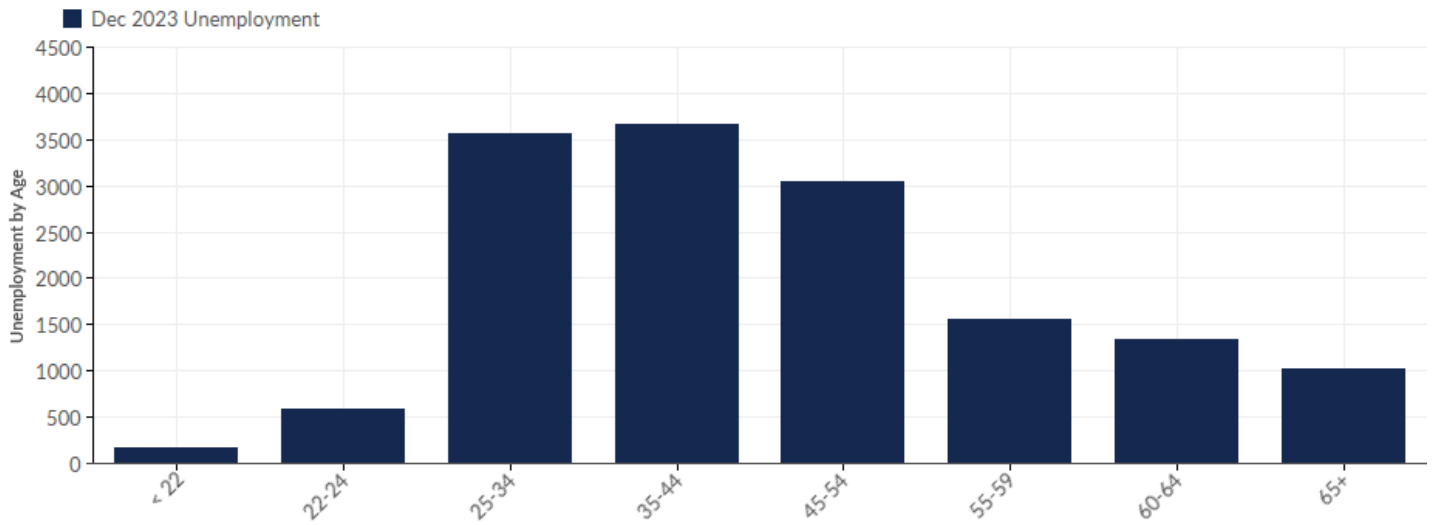
## Educational Attainment

Concerning educational attainment, **23.0% of Pinellas County, FL residents possess a Bachelor's Degree** (1.9% above the national average), and **10.5% hold an Associate's Degree** (1.5% above the national average).



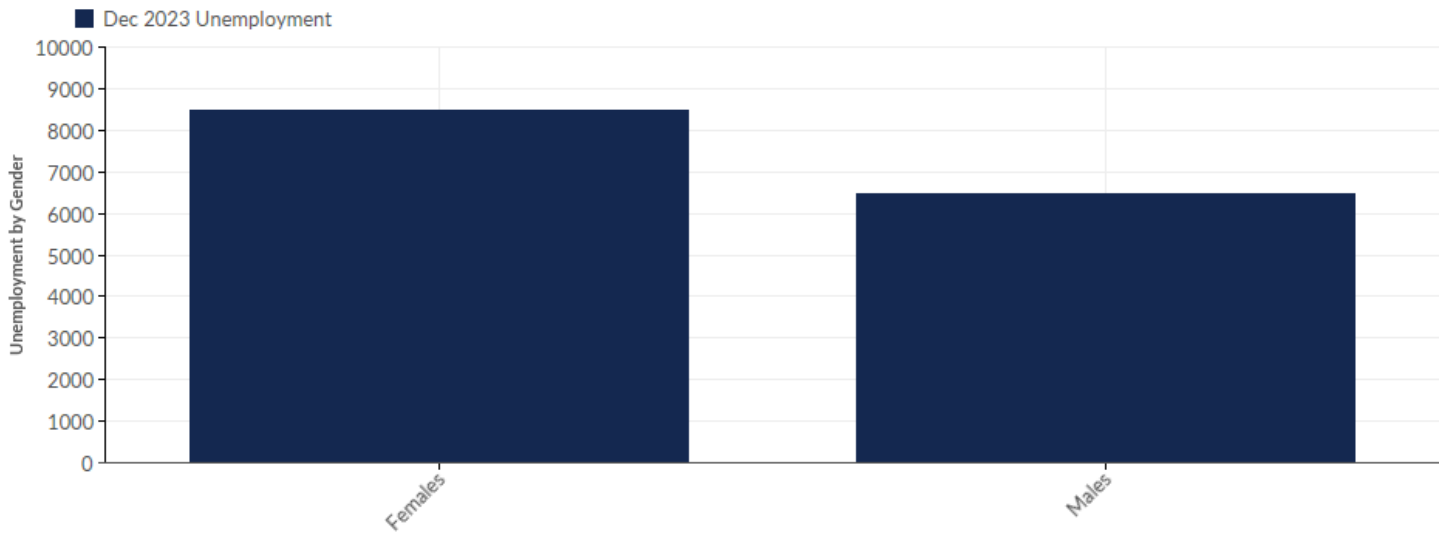
# Unemployment by Demographics

## Unemployment by Age



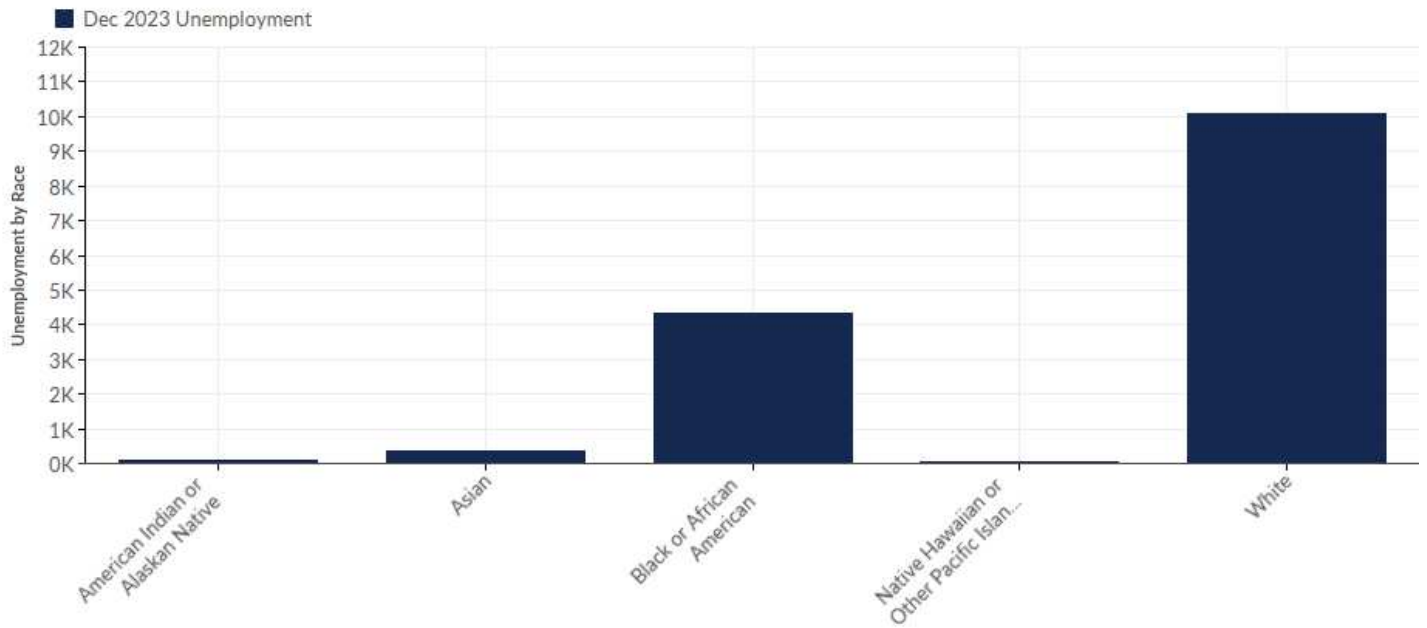
Age	Unemployment (Dec 2023)	% of Unemployed
< 22	171	1.14%
22-24	591	3.95%
25-34	3,568	23.87%
35-44	3,659	24.48%
45-54	3,052	20.42%
55-59	1,548	10.36%
60-64	1,334	8.92%
65+	1,026	6.86%
Total	14,949	100.00%

## Unemployment by Gender



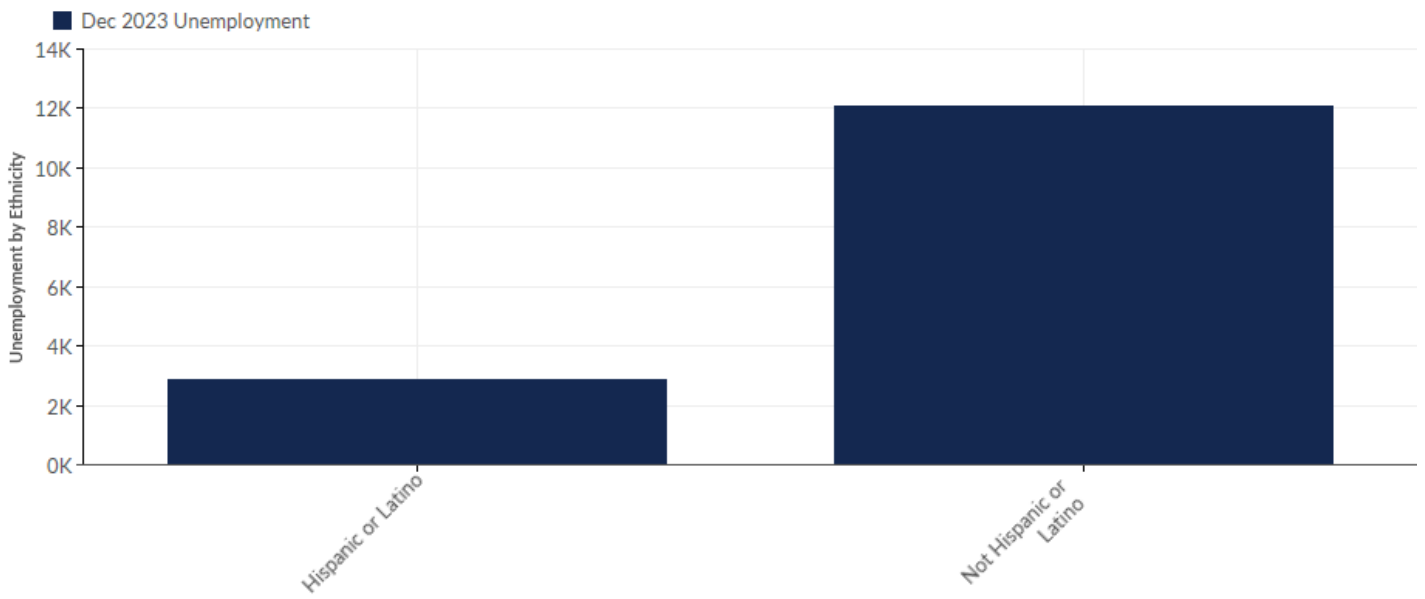
Gender	Unemployment (Dec 2023)	% of Unemployed
Females	8,486	56.77%
Males	6,463	43.23%
Total	14,949	100.00%

## Unemployment by Race



Race	Unemployment (Dec 2023)	% of Unemployed
American Indian or Alaskan Native	111	0.74%
Asian	351	2.35%
Black or African American	4,334	28.99%
Native Hawaiian or Other Pacific Islander	58	0.39%
White	10,095	67.53%
Total	14,949	100.00%

## Unemployment by Ethnicity



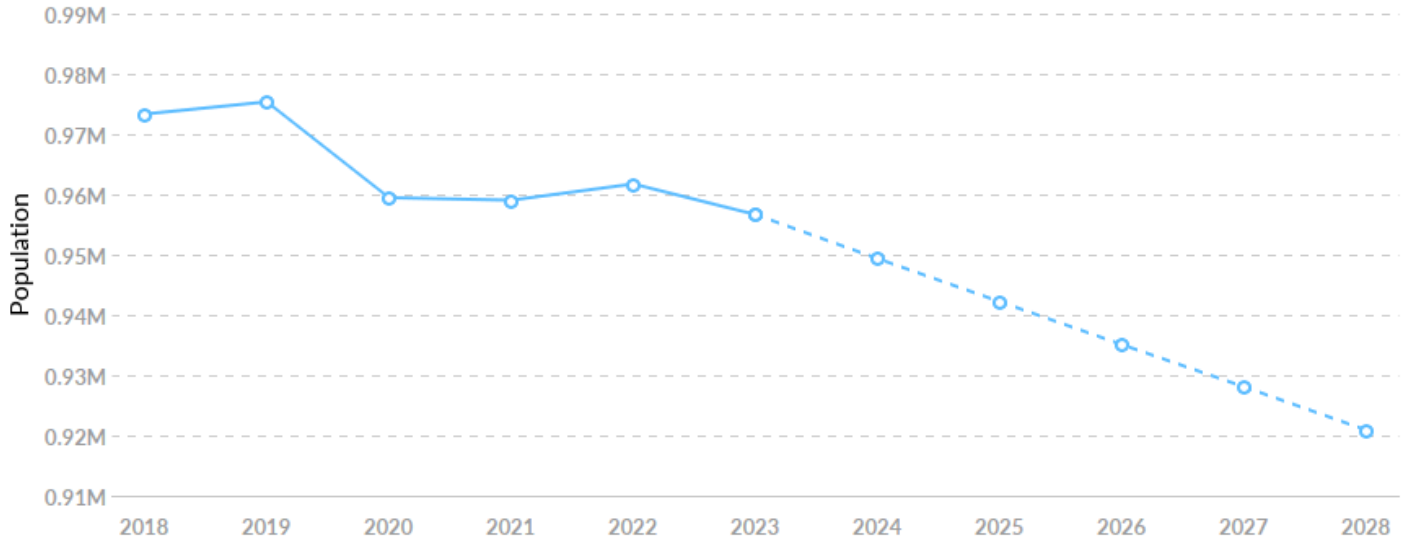
Ethnicity	Unemployment (Dec 2023)	% of Unemployed
Hispanic or Latino	2,875	19.23%
Not Hispanic or Latino	12,074	80.77%
Total	14,949	100.00%



# Historic & Projected Trends

## Population Trends

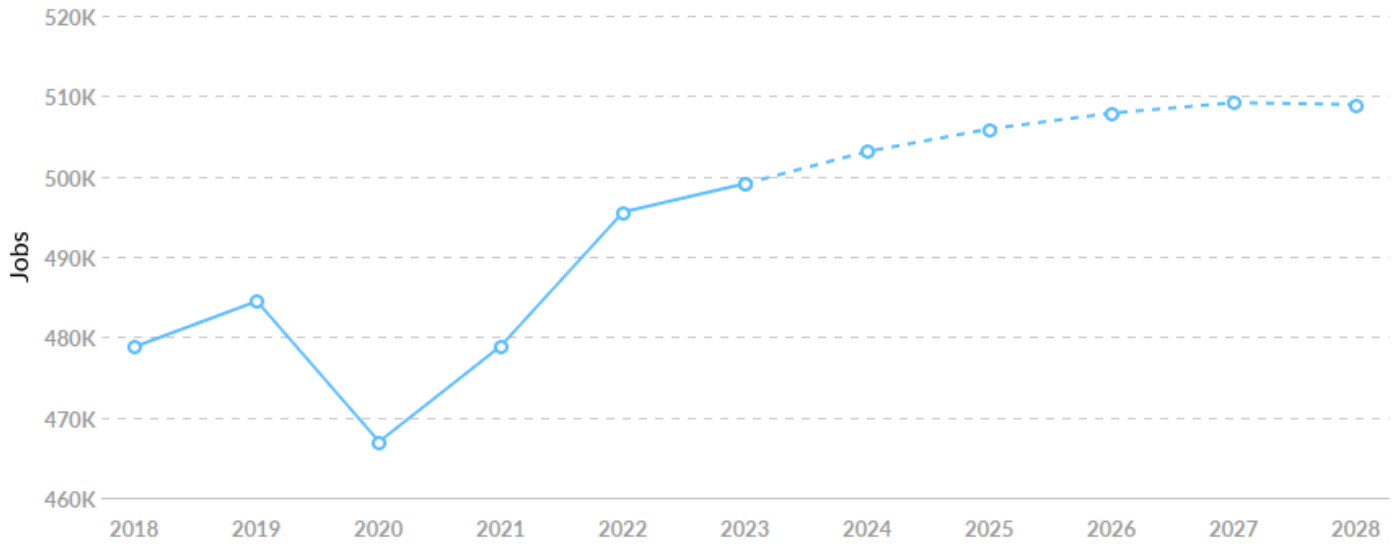
As of 2023 the region's population **declined by 1.7%** since 2018, falling by 16,687. Population is expected to **decrease by 3.7%** between 2023 and 2028, losing 35,773.



Timeframe	Population
2018	973,343
2019	975,367
2020	959,465
2021	959,046
2022	961,739
2023	956,656
2024	949,348
2025	942,199
2026	935,071
2027	928,064
2028	920,883

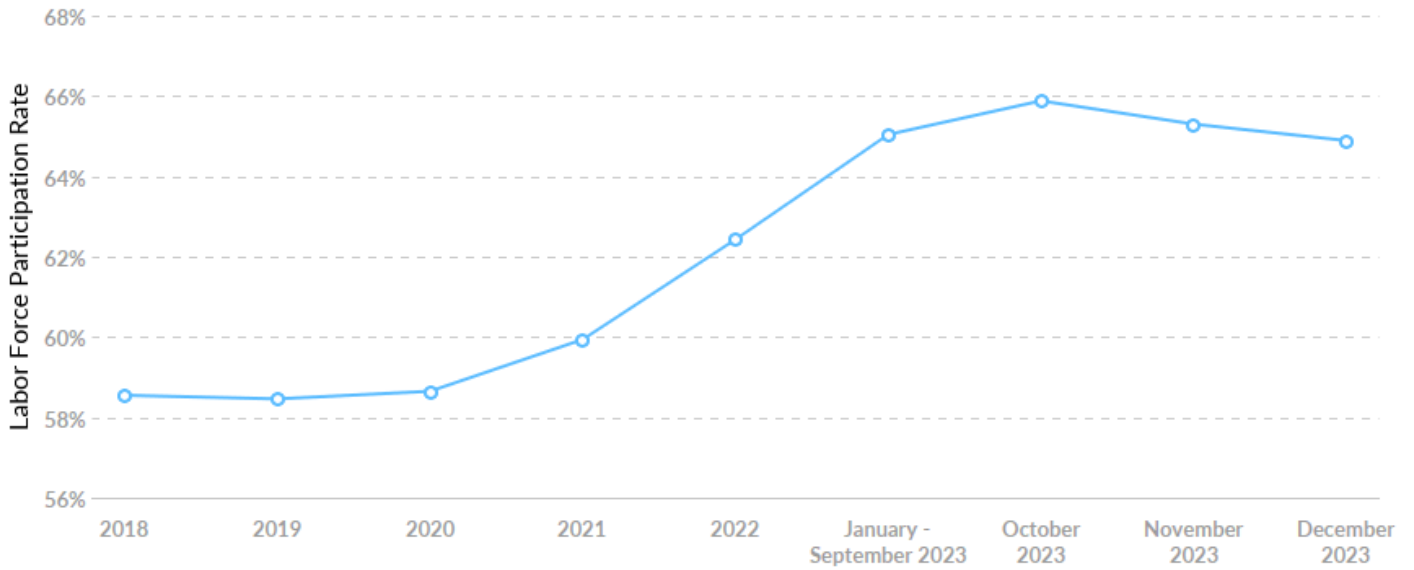
## Job Trends

From 2018 to 2023, jobs increased by 4.2% in Pinellas County, FL from 478,786 to 499,109. This change outpaced the national growth rate of 3.6% by 0.6%.



Timeframe	Jobs
2018	478,786
2019	484,460
2020	466,966
2021	478,920
2022	495,569
2023	499,109
2024	503,105
2025	505,909
2026	507,878
2027	509,175
2028	508,939

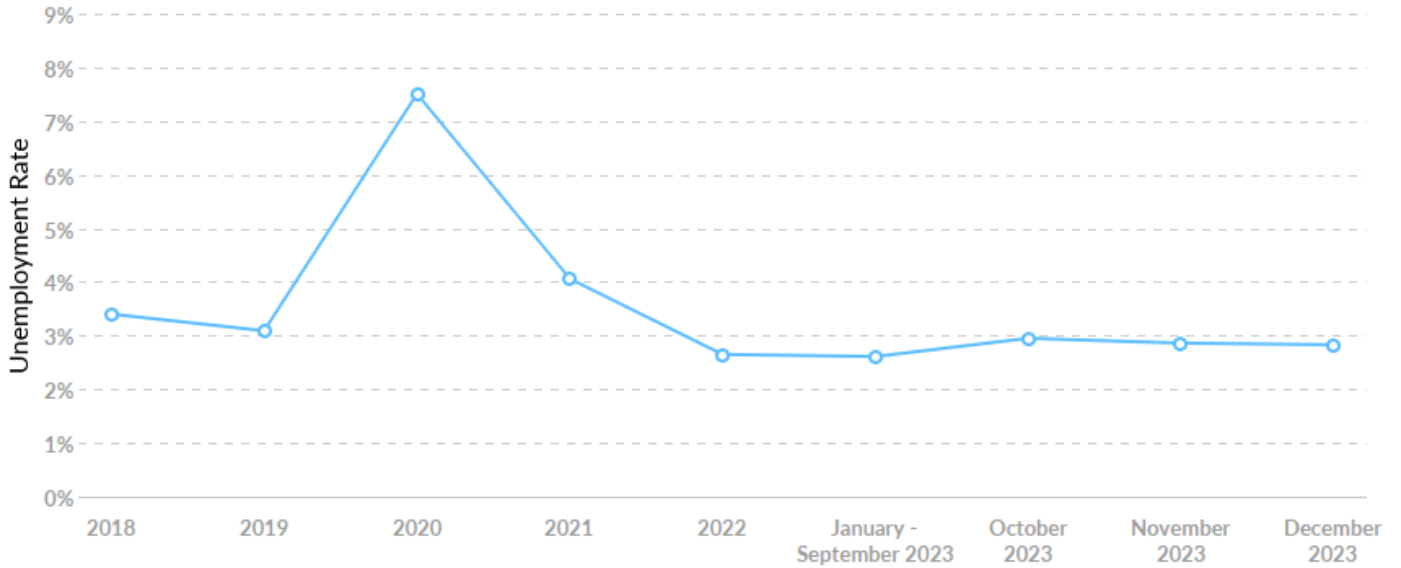
## Labor Force Participation Rate Trends



Timeframe	Labor Force Participation Rate
2018	58.55%
2019	58.46%
2020	58.65%
2021	59.94%
2022	62.43%
January - September 2023	65.04%
October 2023	65.88%
November 2023	65.30%
December 2023	64.89%

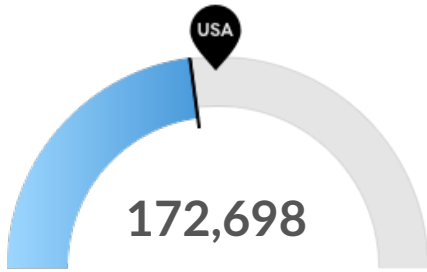
## Unemployment Rate Trends

Pinellas County, FL had a December 2023 unemployment rate of 2.83%, **decreasing from 3.40%** 5 years before.



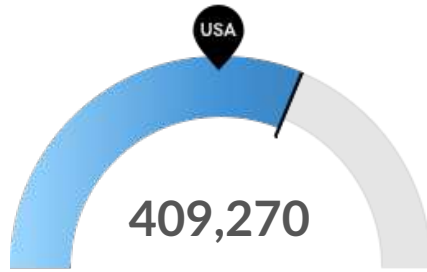
Timeframe	Unemployment Rate
2018	3.40%
2019	3.09%
2020	7.50%
2021	4.06%
2022	2.65%
January - September 2023	2.61%
October 2023	2.95%
November 2023	2.86%
December 2023	2.83%

## Population Characteristics



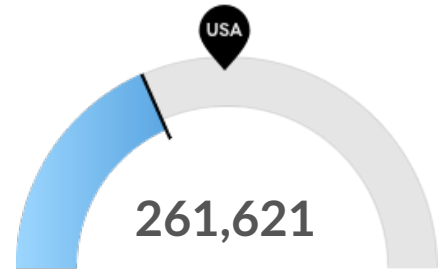
**Millennials**

Pinellas County, FL has 172,698 millennials (ages 25-39). The national average for an area this size is 195,556.



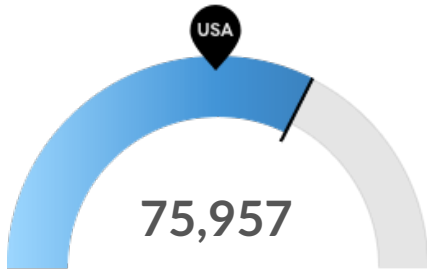
**Retiring Soon**

Retirement risk is high in Pinellas County, FL. The national average for an area this size is 288,216 people 55 or older, while there are 409,270 here.



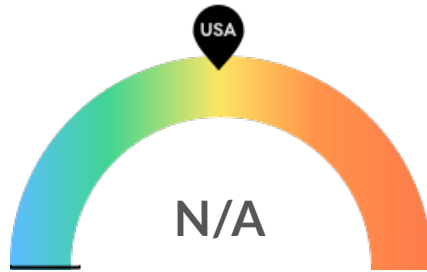
**Racial Diversity**

Racial diversity is low in Pinellas County, FL. The national average for an area this size is 395,507 racially diverse people, while there are 261,621 here.



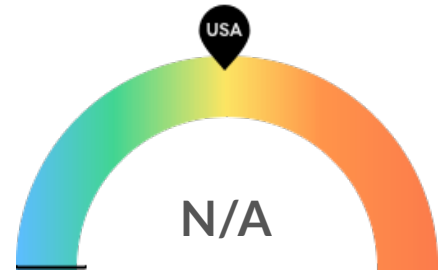
**Veterans**

Pinellas County, FL has 75,957 veterans. The national average for an area this size is 50,349.



**Violent Crime**

No crime information is available in Pinellas County, FL.

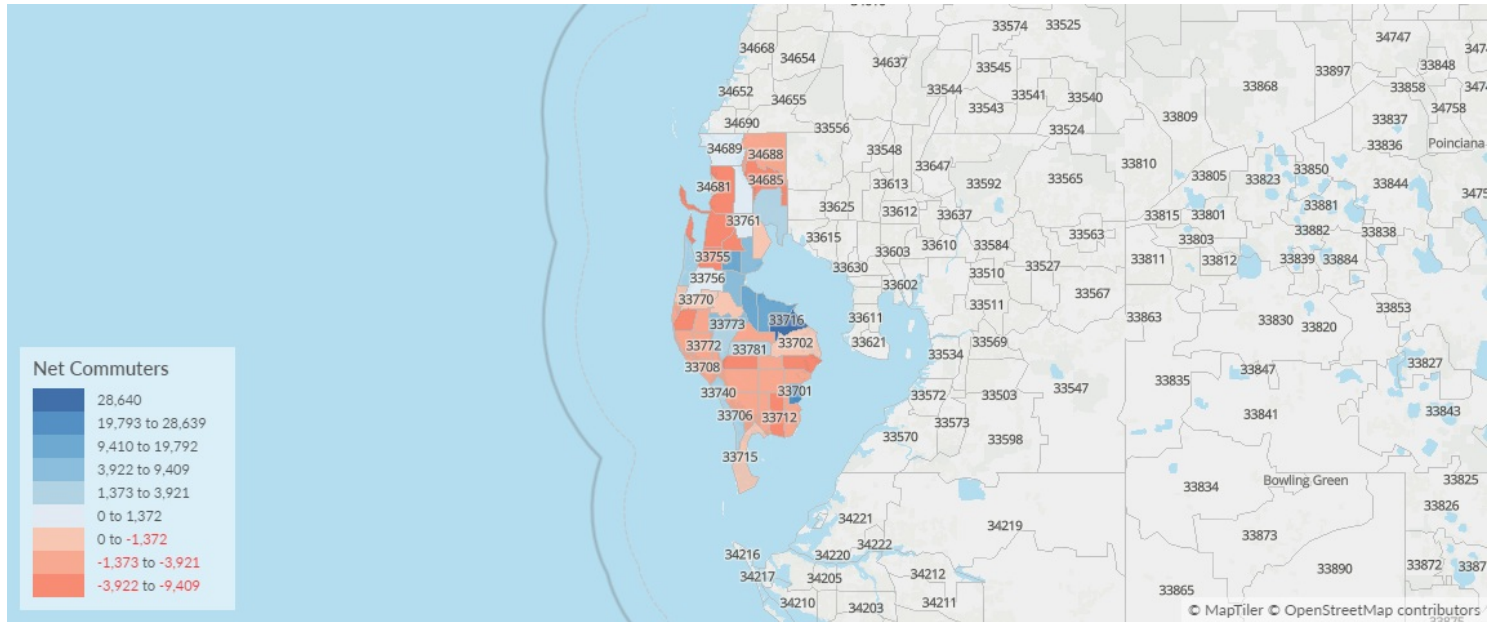


**Property Crime**

No crime information is available in Pinellas County, FL.

## Place of Work vs Place of Residence

Understanding where talent in Pinellas County, FL currently works compared to where talent lives can help you optimize site decisions. For example, the #1 ranked ZIP for employment ranks #23 for resident workers. The top ZIP for resident workers is 34698.



### Where Talent Works

ZIP	Name	2023 Employment
33716	Saint Petersburg, FL (in ...)	38,769
33701	Saint Petersburg, FL (in ...)	30,256
33760	Clearwater, FL (in Pinell...)	19,576
33764	Clearwater, FL (in Pinell...)	17,758
33781	Pinellas Park, FL (in Pine...)	16,509

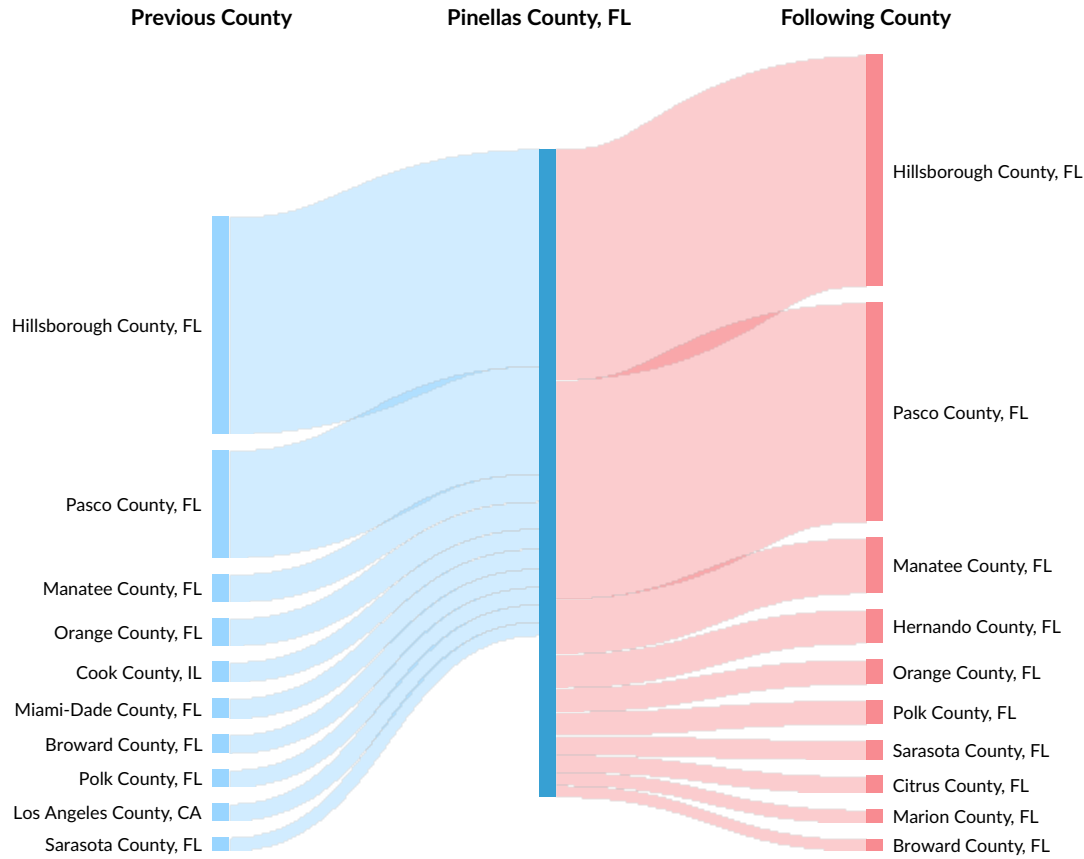
### Where Talent Lives

ZIP	Name	2023 Workers
34698	Dunedin, FL (in Pinellas ...)	20,449
33710	Saint Petersburg, FL (in ...)	16,699
33713	Saint Petersburg, FL (in ...)	16,607
34683	Palm Harbor, FL (in Pine...)	15,564
33702	Saint Petersburg, FL (in ...)	15,276

# Inbound and Outbound Migration

The table below analyzes past and current residents of Pinellas County, FL. The left column shows residents of other counties migrating to Pinellas County, FL. The right column shows residents migrating from Pinellas County, FL to other counties.

As of 2021, 6,754 people have migrated from Hillsborough County, FL to Pinellas County, FL. In the same year, 7,187 people left Pinellas County, FL migrating to Hillsborough County, FL. The total Net Migration for Pinellas County, FL in 2021 was 4,576.



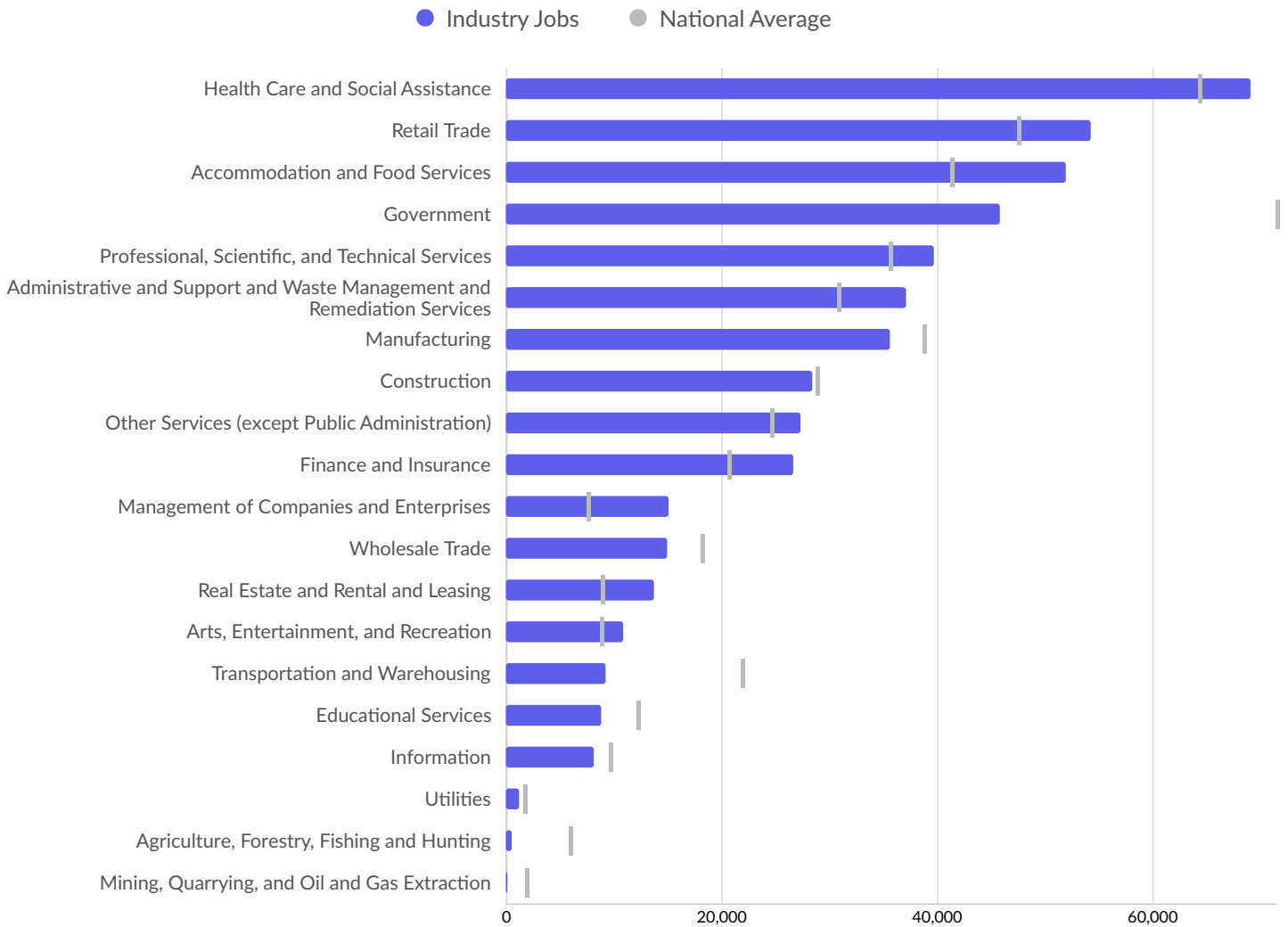
Top Previous Counties	Migrations
Hillsborough County, FL	6,754
Pasco County, FL	3,342
Manatee County, FL	864
Orange County, FL	847
Cook County, IL	622
Miami-Dade County, FL	621

Top Previous Counties	Migrations
Broward County, FL	571
Polk County, FL	540
Los Angeles County, CA	538
Sarasota County, FL	425
Palm Beach County, FL	412
Hernando County, FL	386
Lee County, FL	354
Duval County, FL	321
Suffolk County, NY	309
Top Following Counties	Migrations
Hillsborough County, FL	7,187
Pasco County, FL	6,803
Manatee County, FL	1,715
Hernando County, FL	1,049
Orange County, FL	751
Polk County, FL	736
Sarasota County, FL	604
Citrus County, FL	531
Marion County, FL	412
Broward County, FL	365
Lee County, FL	351
Duval County, FL	336
Palm Beach County, FL	300
Leon County, FL	295
Miami-Dade County, FL	290

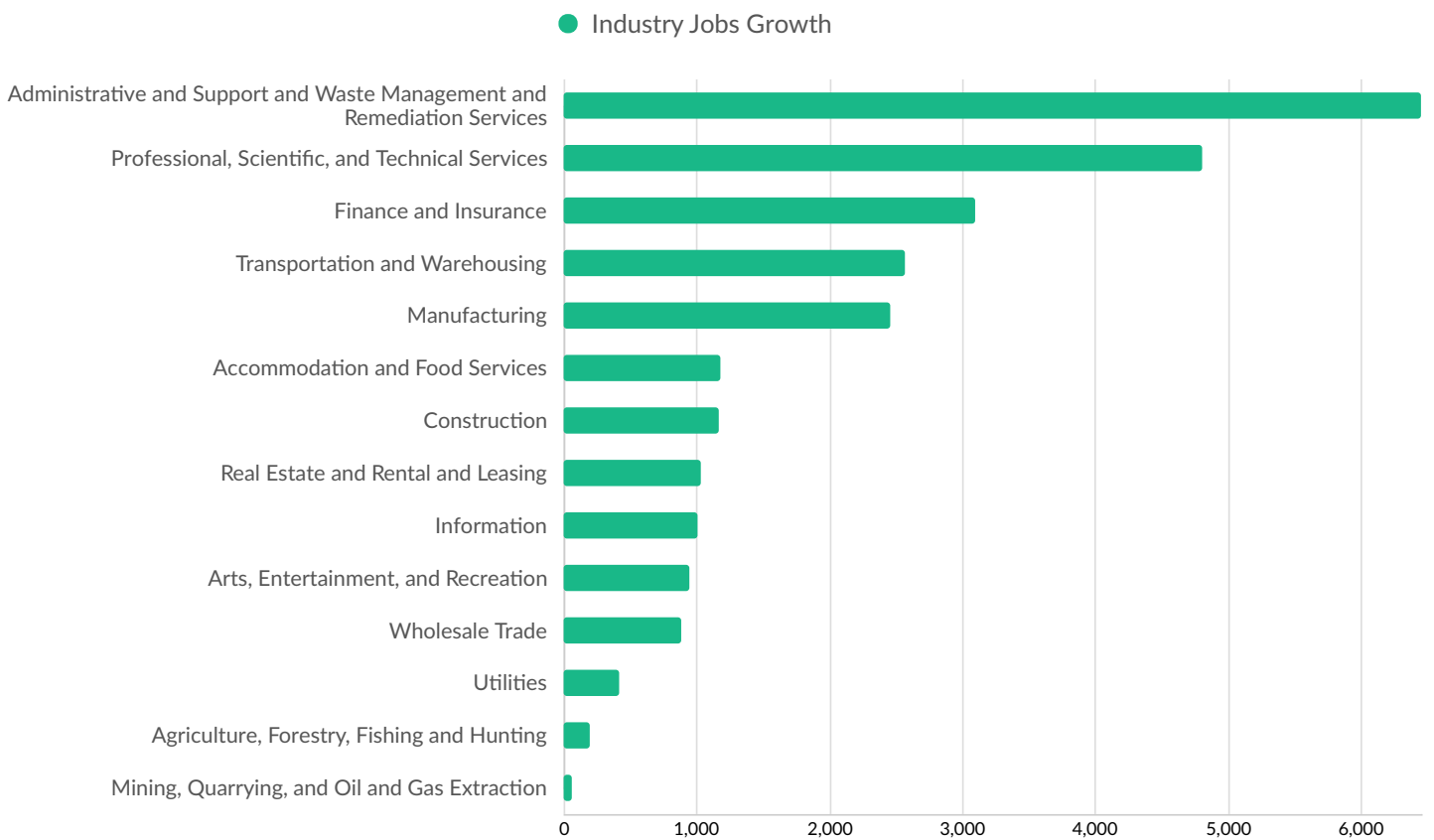


# Industry Characteristics

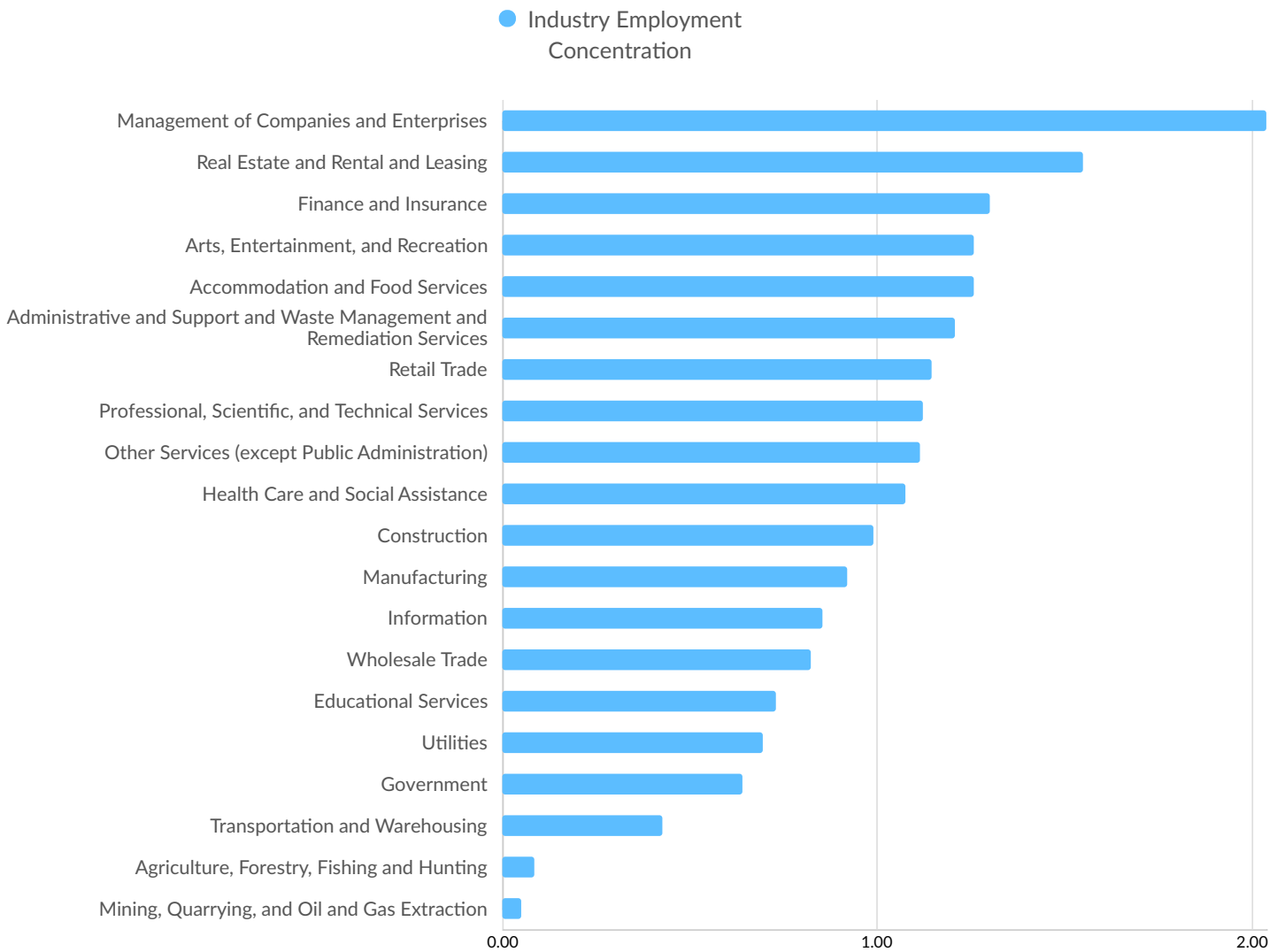
## Largest Industries



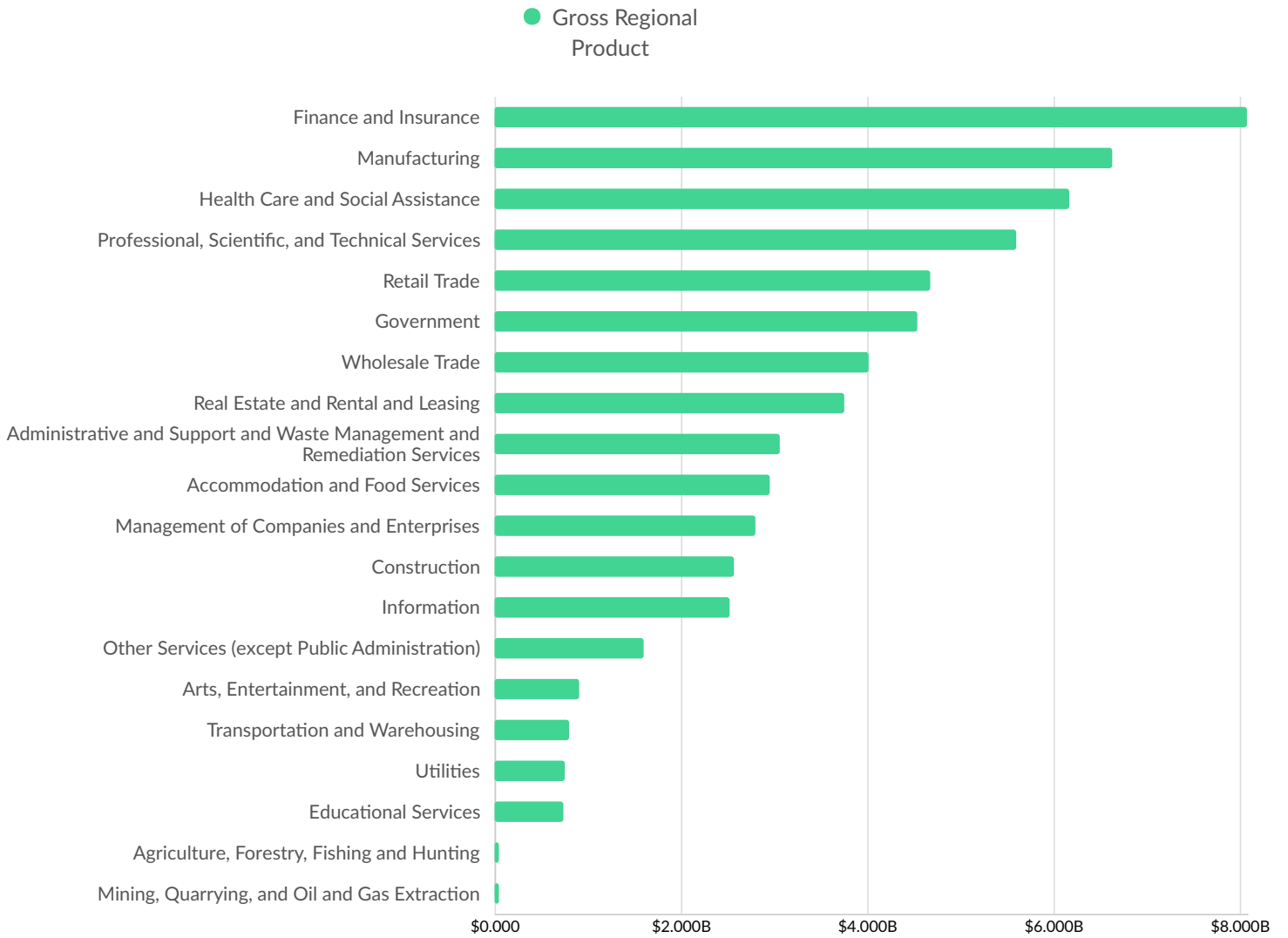
## Top Growing Industries



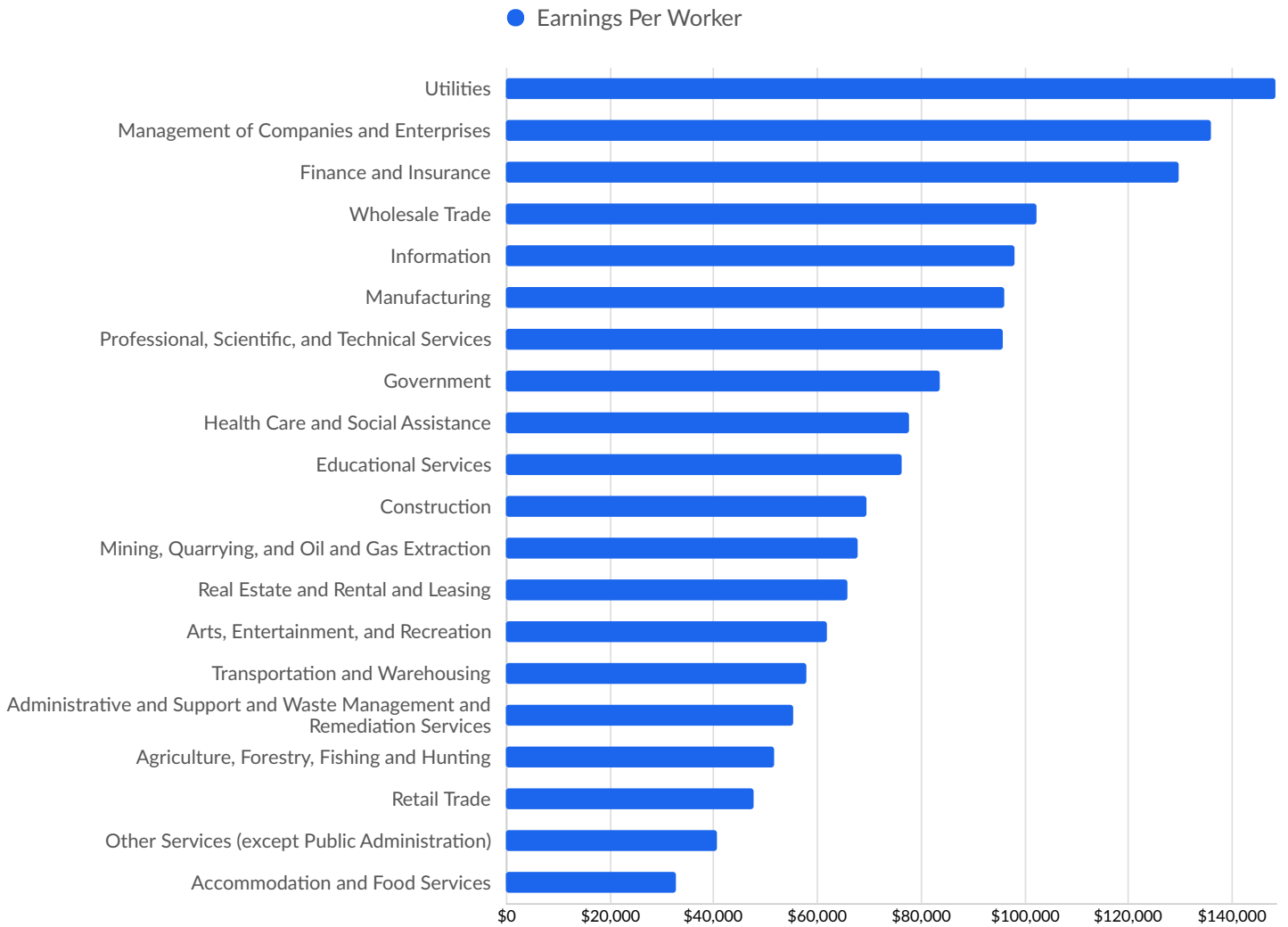
## Top Industry Employment Concentration



## Top Industry GRP























## Top Industry Earnings



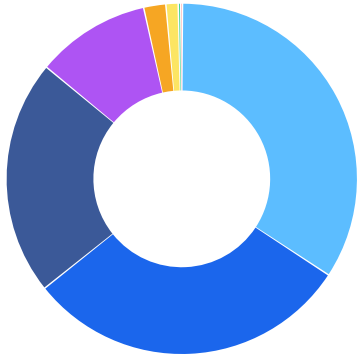
## Business Characteristics

### 113,747 Companies Employ Your Workers

Online profiles for your workers mention 113,747 companies as employers, with the top 10 appearing below. In the last 12 months, 9,798 companies in Pinellas County, FL posted job postings, with the top 10 appearing below.

Top Companies	Profiles	Top Companies Posting	Unique Postings
Pinellas County Schools	6,391 	HCA Healthcare	2,449 
Baycare Health System	3,575 	Raymond James	1,298 
Raymond James	2,683 	Marriott International	1,083 
St. Petersburg College	1,795 	BayCare	1,078 
HCA Healthcare	1,783 	Randstad	1,005 
United States Department of Ve...	1,654 	University of South Florida	826 
Publix	1,603 	State of Florida	683 
All Children's Hospital	1,479 	Baycare Health System	631 
Pinellas County Government	1,247 	Healthcare Employment Network	631 
Honeywell International	1,204 	Jabil	629 

## Business Size



	Percentage	Business Count
● 1 to 4 employees	34.2%	13,852
● 5 to 9 employees	30.1%	12,189
● 10 to 19 employees	21.7%	8,798
● 20 to 49 employees	10.5%	4,270
● 50 to 99 employees	2.0%	826
● 100 to 249 employees	1.1%	458
● 250 to 499 employees	0.2%	93
● 500+ employees	0.2%	67

\*Business Data by DatabaseUSA.com is third-party data provided by Lightcast to its customers as a convenience, and Lightcast does not endorse or warrant its accuracy or consistency with other published Lightcast data. In most cases, the Business Count will not match total companies with profiles on the summary tab.

# Educational Pipeline

In 2022, there were 16,848 graduates in Pinellas County, FL. This pipeline has shrunk by 9% over the last 5 years. The highest share of these graduates come from "Liberal Arts and Sciences/Liberal Studies" (Associate's), "Medical Insurance Specialist/Medical Biller" (Associate's), and "Medical Administrative/Executive Assistant and Medical Secretary" (Associate's).

School	Total Graduates (2022)	Graduate Trend (2018 - 2022)
Ultimate Medical Academy	7,575	
St Petersburg College	6,422	
Galen College of Nursing-Tampa Bay	561	
Eckerd College	540	
Pinellas Technical College-St. Petersburg	524	
Pinellas Technical College-Clearwater	472	
National Aviation Academy of Tampa Bay	360	
American Institute of Beauty	243	
Cortiva Institute	89	
Loraines Academy & Spa	58	





<b>Tampa/St. Pete/Clearwater</b>							
<b>Jobs by Sectors - Top 7 Sectors</b>							
NAICS	Description	2021 Jobs	2025 Jobs	2021 - 2025 Change	2021 - 2025 % Change	Avg. Earnings Per Job	COL Adjusted Total Current Earnings
62	Health Care and Social Assistance	186,758	206,973	20,215	11%	\$79,151	\$76,623
54	Professional, Scientific, and Technical Services	111,821	129,302	17,481	16%	\$112,101	\$108,520
52	Finance and Insurance	88,423	98,450	10,026	11%	\$125,608	\$121,595
23	Construction	84,182	92,085	7,903	9%	\$78,314	\$75,812
31	Manufacturing	67,406	74,465	7,060	10%	\$92,138	\$89,194
55	Management of Companies and Enterprises	26,864	28,284	1,421	5%	\$142,099	\$137,560
51	Information	23,812	24,961	1,149	5%	\$121,310	\$117,435
		<b>589,266</b>	<b>654,521</b>	<b>65,255</b>	<b>11%</b>	<b>\$98,287</b>	<b>\$95,147</b>

**Tampa/St. Pete/Clearwater  
Jobs by Sectors - All Sectors**

NAICS	Description	2020 Jobs	2024 Jobs	2020 - 2024 Change	2020 - 2024 % Change	Avg. Earnings Per Job	COL Adjusted Total Current Earnings
11	Agriculture, Forestry, Fishing and Hunting	11,133	9,430	(1,703)	-15%	\$ 40,943	\$ 39,635
21	Mining, Quarrying, and Oil and Gas Extraction	275	271	(4)	-2%	\$ 88,111	\$ 85,297
22	Utilities	5,094	5,679	585	11%	\$ 132,722	\$ 128,482
23	Construction	97,640	107,168	9,528	10%	\$ 73,973	\$ 71,610
31	Manufacturing	67,322	75,489	8,166	12%	\$ 91,280	\$ 88,364
42	Wholesale Trade	49,839	55,179	5,340	11%	\$ 105,924	\$ 102,540
44	Retail Trade	156,673	168,069	11,396	7%	\$ 48,420	\$ 46,874
48	Transportation and Warehousing	41,896	54,439	12,543	30%	\$ 62,973	\$ 60,961
51	Information	23,499	26,295	2,796	12%	\$ 116,601	\$ 112,877
52	Finance and Insurance	97,902	107,331	9,429	10%	\$ 123,788	\$ 119,834
53	Real Estate and Rental and Leasing	33,692	39,117	5,424	16%	\$ 73,159	\$ 70,822
54	Professional, Scientific, and Technical Services	117,259	138,325	21,066	18%	\$ 109,986	\$ 106,472
55	Management of Companies and Enterprises	27,442	27,922	480	2%	\$ 142,099	\$ 137,560
56	Administrative and Support and Waste Management and Remediation Services	99,981	117,620	17,639	18%	\$ 57,481	\$ 55,645
61	Educational Services	27,223	30,800	3,578	13%	\$ 60,616	\$ 58,679
62	Health Care and Social Assistance	190,885	211,196	20,310	11%	\$ 79,547	\$ 77,006
71	Arts, Entertainment, and Recreation	24,305	31,287	6,982	29%	\$ 61,778	\$ 59,805
72	Accommodation and Food Services	115,105	144,433	29,327	25%	\$ 31,867	\$ 30,849
81	Other Services (except Public Administration)	71,736	75,149	3,413	5%	\$ 40,538	\$ 39,243
90	Government	159,821	158,995	(826)	-1%	\$ 84,068	\$ 81,382
99	Unclassified Industry	904	2,244	1,340	148%	\$ 69,221	\$ 67,009



## INFORMATION ITEM 17

### Board Orientation Reminder

#### Background

CareerSource Pinellas has contracted with Taylor, Hall, Miller, Parker, CPAs to provide an online Board Member Orientation module that complies with the Florida Department of Economic Opportunity's requirements. All Board members are required to complete an orientation upon appointment to the Board and a refresher on an annual basis. Both video-based courses satisfy the annual training requirements for board members outlined in guidelines for Local Workforce Development Area and Board Governance. In addition, both courses incorporate recent updates directly related to the board's ongoing oversight responsibilities, including a discussion of Florida's REACH Act and how the legislation impacts LWDBs. Since this is the first year using these online courses, all Board members will be asked to view the Board Member Orientation for PY'23/24.

- The one-hour **Board Member Orientation for PY'23/24** provides board members and senior executives with a succinct, comprehensive review of their most crucial roles and responsibilities.

The Course covers the following topics:

- Florida's workforce development system's goals and strategies
- Your LWDB's purpose
- Roles and responsibilities of the CLEO, the fiscal agent, the LWDB, the LWDB Chairperson, and the LWDB's CEO/Executive director and staff
- Workforce system funding
- Performance requirements
- Sunshine Law requirements and
- Conflict of interest

A certificate is generated once the course is completed and handouts are viewed; there is not a test. Please send completed certificates to Leah Geis at [LGeis@careersourcepinellas.com](mailto:LGeis@careersourcepinellas.com).

The next page contains the flyer on how to access the course.

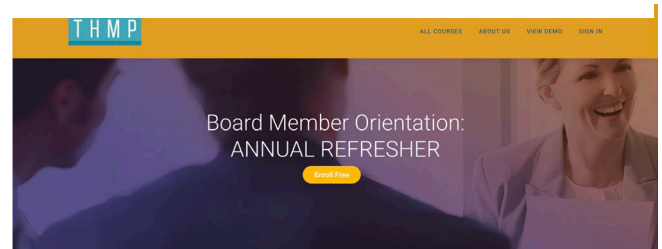
# How to Access BOARD MEMBER ORIENTATION Training – ANNUAL REFRESHER

To access the PY23-24 course, click the following link:

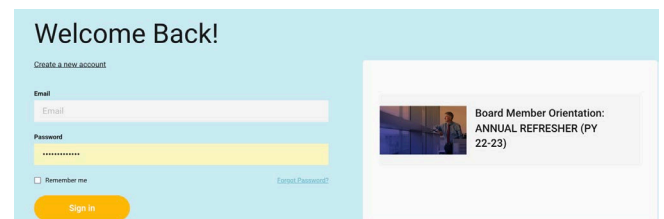
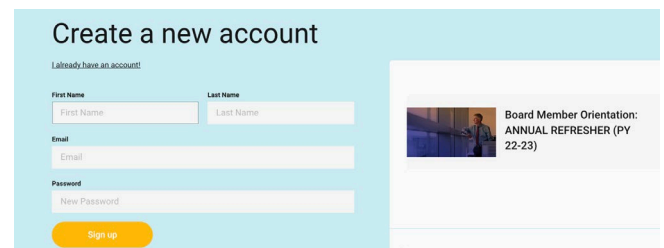
[https://workforce-academy.thinkific.com/courses/board-member-orientation-annual-refresher-py-23-24?th\\_ug=ca435a00](https://workforce-academy.thinkific.com/courses/board-member-orientation-annual-refresher-py-23-24?th_ug=ca435a00)

**Note:** Thinkific supports the 2 most recent versions of **Chrome, Firefox, Safari and Edge** browsers.

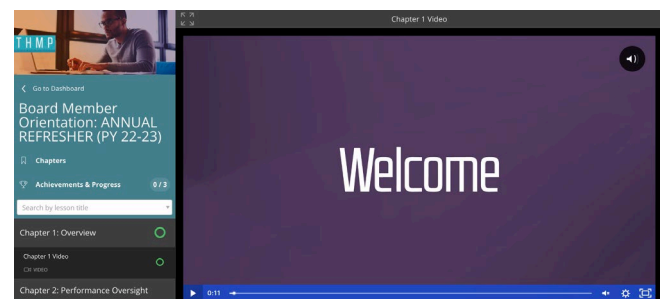
1. First, be sure to log-on to THMP Workforce Academy using the course URL (above), which takes you to the course landing page. Click on “Enroll for Free”:



2. Fill out the Enrollment Form and click “Create Account.” If you already have an account, click “I already have an account” and log-in as you normally would:



3. Once enrolled, you’ll automatically be directed to the course curriculum, where you can begin watching the course videos.





## INFORMATION ITEM 18

### Filing Annual Statement of Financial Interest

State law requires each member of a regional workforce development board to file a *Statement of Financial Interest Form 1* annually. You all will need to file Form 1 (2023) by **July 1, 2024** at the latest. **If you have not filed as of July 1, you will begin to incur State imposed fines daily until you file.**

**\*Form 1 filers will file electronically in 2024 via the [Electronic Financial Disclosure Management System \(EFDMS\)](#).**

**Access for Form 1 filers will go live January 1, 2024.**

- The form requirement for Mayors and Elected members of governing bodies of municipalities will change from a Form 1 to a Form 6 in 2024. Those officials who are serving as of December 31, 2023 and those elected to those offices in 2024, will file the Form 6 in 2024 instead of the Form 1. Those filers can access the system beginning January 1, 2024.
- On Friday, January 19, 2024, Senator Pizzo and Senator Gruters hosted a live Form 6 tutorial/Q&A session with the Commission's Deputy Executive Director and General Counsel, Steven Zuilkowski. The [recording](#) is now available.
- If you are a City Commissioner or Mayor with a candidate qualifying period in the month of January, please check your email! Invitations to register in EFDMS went out on January 1.
- If you are new to EFDMS and wish to access the system, visit the login page. Existing financial disclosure filers should click "I am a Filer" and follow the prompts. Individuals who need to file a disclosure form as a part of the process of qualifying for office, and you do not otherwise hold a position that requires you to file financial disclosure, go to the login page and click "I am a Candidate."
- Have questions about the impact of electronic financial disclosure on the process of qualifying for office? We have answers. Read our [FAQs and Tips for Qualifying](#) in the EFDMS era for the information you need to know about how e-filing impacts the qualifying process.
- Questions about e-filing in 2024? Read our [Tips for e-filing](#) in 2024.
- Are you leaving office or being appointed to fill a vacancy? Read our [Fact Sheet](#) outlining what form to file and when to file it, based on your dates of service.
- A [Form 6 e-filing training video](#) is available. A sample [Form 6](#) is also available.
- **Local filers who traditionally filed with their local Supervisors of Elections and had a public records exemption on file for redaction of certain information under Florida's Public Records Law, will need to file a public records exemption request with the Commission.** It is highly recommended that filers make their exemption request with the Commission PRIOR to filing their disclosure form, so that the form can be routed for redaction prior to publishing on the website. Visit our forms page to access the Exemption Request Form. The form must be mailed to the Commission and can be filed now.
- All disclosures filed in EFDMS will be published on this website.

If you have any questions, please do not hesitate to reach out to Leah Geis at [lgeis@careersourcepinellas.com](mailto:lgeis@careersourcepinellas.com) or 727-899-0008.