

CareerSource Tampa Bay Minutes of Finance Committee Meeting

Date: April 29, 2021
Location: Zoom Meeting

Call to Order

Chair Noble called the meeting to order at 9:05 a.m. There was a quorum present with the following Finance Committee members participating.

Board Members in attendance

Constance Daniels, Ian Lieberman, Lindsey Kimball, Karen Koundourakis, Richard Padilla, and Don Noble.

Board members not in attendance

Elizabeth Gutierrez, Randall King, and Commissioner Kemp, and Nikita Patel.

Staff Present

John Flanagan, Sheila Doyle, Michelle Zieziula, Michelle Schultz, Anna Munro, and Tammy Stahlgren.

BOCC Liaison/Representative

Ken Jones.

The items are listed in the order of discussion.

- ▶ **Indicates Committee Action**
- **Indicates Action Needed**

Pledge of Allegiance

The Pledge of Allegiance was led by Don Noble.

Public Comments

There were none.

Action/Discussion Items

▶ **Action Item 1** - Approval of Minutes:

March 5, 2021 Finance Committee Meeting Minutes

(Refer to Pages 2-3 of the April 29, 2021 Finance Committee Agenda Packet)

- A motion to approve the minutes of the March 5, 2021 Finance Committee Meeting.
 - Motioned: Constance Daniels
 - Seconded: Lindsey Kimball
- The motioned passed unanimously.

Action Item 2 – 2020 – 2021 Budget Modification No. 4

(Refer to Pages 4-6 of the April 29, 2021 Finance Committee Agenda Packet)

- A motion to approve the adjustment to the revenue budget and resultant modification to the expenditure budget.
 - Motioned: Karen Koundourakis
 - Seconded: Richard Padilla
- The motioned passed unanimously.

Action Item 3 – 2021 – 2022 Planning Budget

(Refer to Pages 7-12 of the April 29, 2021 Finance Committee Agenda Packet)

- A motion to approve the PY2022 Planning Budget in order to provide to the CSTB Board of Directors and Hillsborough BOCC for their approvals and allow for required submission to the State Workforce Board for review. Final approval will allow us to have the budget in place for the beginning of the new fiscal year starting July 1, 2021.
 - Motioned: Constance Daniels
 - Seconded: Ian Lieberman

- The motioned passed unanimously.

Action Item 4 – CSTB – Strategic Plan – Finance Committee Elements
(Refer to Page 13 of the April 29, 2021 Finance Committee Agenda Packet)

- A motion to approve the goals and objectives for the CSTB Board of Directors 2021-2024 Strategic Plan.
 - Motioned: Lindsey Kimball
 - Seconded: Constance Daniels

- The motioned passed unanimously.

Other Administrative Matters

None.

Information Items – Chair Noble explained that information items are open to discussion upon request.

Information Item #1: Expenditure Reports for the period ending March 31, 2021

(Refer to Page 15 of the April 29, 2021 Finance Committee Agenda Packet)

No Discussion.

Public Comments

None.

Adjournment

The meeting was adjourned at approximately 10:30 a.m.

Minutes submitted by Tammy Stahlgren, Administrative Services Coordinator.