

**GULF COAST WORKFORCE BOARD, INC. d/b/a CareerSource Gulf  
Coast GENERAL MEETING  
January 10, 2023**

CareerSource Gulf Coast held an in-person and Zoom meeting / General Meeting at 10:00 a.m. (CST) on Tuesday, January 10, 2023.

Members Present:

Ms. Elinor Mount-Simmons (V)	Dr. Pat Hardman (V)
Mr. Ted Mosteller (V)	Mr. Joey Ginn (V)
Mr. John Deegins (V)	Ms. Sheila Hauser (V)
Mr. Fred Croon (V)	Ms. Lisa Barnes-Tapscott (V)
Mrs. Becca Hardin (V)	Dr. Cheryl Flax-Hyman (V)
Mr. Jim McKnight (V)	Ms. Shelley Scarborough (V)
Mr. Derrick Henderson (V)	Ms. Rebekah Vassar (V)

Members NOT present:

Mr. Steve Jordan (V)  
Mr. Christian Johnson (V)  
Mrs. Alex Murphy (V) designee  
Mr. Glen McDonald (V) designee  
Mr. Aaron Little (V)

Also present were Ms. Carlas Wodford, Royal American Management; Mr. William Dozier, Bay County Board of County Commissioners; Ms. Gail Emrich, NCBA; Ms. Angela McLane, Gulf Coast State College and CareerSource Gulf Coast board staff: Mrs. Kim Bodine, Executive Director, Mrs. Deb Blair, Ms. Jennifer German, Mrs. Maria Goodwin, Mrs. Shannon Walding, Mrs. Becky Samarripa, Ms. Janine Dexter, Mr. Corbett Hines, Ms. Cathy Harrell and Ms. Donna Stapleton.

The purpose of the meeting was to review/take action on the following items:

➤ **Consent Agenda Approval**

- Approval to Accept New Funds for PY 2022-2023
- Approval of Budget Modification #3 for PY 2022-2023
- Approval of October 11, 2022 Executive Committee and General Board meeting minutes and Annual Luncheon meeting on November 4, 2022
- Acknowledgment of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers – There were none.

➤ **New Business**

- Update on workforce board consolidation
- **Approval of DEO Programmatic/Fiscal Monitoring Report**

**Old Business**

- Marketing & Communication Report – through December 2022
- One Stop Services Report
- Performance Reports
- Chair/Executive Director Report
- Public Comments

**CALL TO ORDER:** Ms. Elinor Mount-Simmons, Board Chair, called the meeting to order and confirmed there was a quorum present by attendee introductions.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Mrs. Kim Bodine gave the Invocation and led the Pledge of Allegiance.

**Emergency Item**

Mrs. Kim Bodine indicated there was an emergency item that needed to be approved, which is adding the GCSC BSN program to the Eligible Trainer Providers List. Ms. Elinor Mount-Simmons asked for a motion to add the emergency item to the agenda.

**Mr. Ted Mosteller made a motion to approve adding the emergency item to the agenda. Dr. Pat Hardman seconded, and the motion passed unanimously.**

### **Approval of Consent Agenda:**

Ms. Elinor Mount-Simmons asked if there were any questions from the board regarding the Consent Agenda and asked if any member wanted to pull any item from the Consent Agenda for discussion. There being none, she asked for a motion to approve the Consent Agenda as presented and previously discussed and approved by the Executive/Finance Committee.

**A motion was made by Mr. Ted Mosteller to approve the consent agenda as presented. Mrs. Becca Hardin seconded, and the motion passed unanimously.**

Ms. Elinor Mount-Simmons introduced the newest team member, Cathy Harrell, who has joined the team as the new Executive Administrative Assistant.

### **NEW BUSINESS:**

#### **EMERGENCY ITEM:**

#### **Approval of the addition of the BSN program at Gulf Coast State College to the Eligible Training Providers List**

Dr. Cheryl Flax-Hyman stated said that she would abstain from discussion and voting on this item, citing a conflict of interest.

Mrs. Bodine said that new training programs require board approval in order to be added to the Eligible Training Provider List. There is an application process which is monitored by DEO and outlined in local board policy. The current application was completed by Dr. Keri Matheus, chair of the nursing department at Gulf Coast State College. Currently, funding has been available for the two-year Associate of Science registered nursing degree, however, the board has not historically funded bachelor degrees for nursing, or any other program. Workforce funds may only be used to fund the last two years of bachelor degree programs. Mrs. Bodine is asking for approval to add the BSN program to the Eligible Training Providers List. Ms. Elinor Mount-Simmons asked for a motion to approve the addition of Gulf Coast State College's BSN program as presented.

**A motion was made by Mrs. Becca Hardin to approve the addition of the BSN program at GCSC to the ETPL list as presented. Mr. Ted Mosteller seconded, and the motion passed unanimously.**

#### **Approval of the DEO Programmatic/Fiscal Monitoring**

Mrs. Kim Bodine presented an overview of the 2021-2022 DEO Programmatic and Fiscal Monitoring. She said that there were five findings on the programmatic side, to include two under Welfare Transition, two for the Wagner Peyser program and one for the SNAP program. Mrs. Bodine said that during an entrance interview, DEO staff indicated that with proper documentation issues/potential findings would be removed from the report during the monitoring process. However the final report did not match the discussion and agreement regarding observations and findings provided during the exit interview. Mrs. Shannon Walding, Quality Assurance manager, reviewed the above-mentioned findings and explained the difference between a finding and an ONI (Other non-compliance issue). She also said that when the report came out, there were findings on the report that had not previously been mentioned. Mrs. Walding said that she has contested these findings and said that DEO is considering what she has contested to be removed from the final report. Mrs. Hardin asked if there were any monetary/punitive costs due to findings and Mrs. Bodine responded that there were none. Mistakes made by case managers and other staff requires training specific to the issues to ensure staff is given detailed coaching regarding these issues as part of a corrective action plan. Mrs. Bodine explained the financial monitoring. There were no findings, but two ONIs of which DEO was provided an explanation and process and Mrs. Bodine wrote a response about the procurement ONI, indicating that she would provide the response to DEO for the board to review.

**Dr. Pat Hardman made a motion to approve the DEO Programmatic/Fiscal Monitoring as presented. Mrs. Becca Hardin seconded, and the motion passed unanimously.**

#### **Marketing Report**

Mrs. Becky Samaripa reviewed social media data from the timeframe of October 2022 through December 2022. She also reviewed CSGC's involvement in community events and the annual luncheon event that celebrated 26 years of service to

the region. Client success stories were showcased during the annual luncheon and Mrs. Samarripa said that these success stories have continued to be shared over social media. She also spoke about the upcoming 36<sup>th</sup> Annual Bay County Job Fair with community partners which is scheduled for February 4<sup>th</sup> at FSU Panama City from 10:00 am to 1:00 pm. She did indicate that the information about the job fair would be sent out to the board attendees to share with their contacts. She spoke about promoting training opportunities such as OJTs, internships, work-based and degrees/certifications that CSGC offers. There are two resume and job search workshops per month at the Job Center.

Commissioner Dozier asked if staff tracks those job searching that are homeless. Mrs. Bodine said that a report could be created if the customer registers in Employ Florida and indicate that they are homeless. Mrs. Bodine said staff would pull the report and send it to him.

### One Stop Services Report

Mrs. Maria Goodwin reviewed the December 2022 One Stop Services report, pointing out that regionally, there were nearly 900 visitors to the region's one stop centers and staff provided over 1,100 services and approximately 300 employers served about 1,300 services.

### Performance Reports

Mrs. Goodwin said that for Welfare Transition, there were 33 customers served year to date with five exiting for work, with an average wage of \$13.50 upon placement. There were 61 SNAP customers served year to date, 14 are currently active and six in a work activity.

For the WIOA customers, there were 109 adults enrolled in a training activity with an average wage of \$24.43 at placement. For the dislocated worker side, there were nine enrolled in training, with an average wage at placement of \$25.72.

For the out of school youth, there were 10 new youth enrolled this fiscal year with 20 carryforward for a total of 30 students. Two have earned GEDs and 17 exited with an average wage of \$13.30.

The Covid-19 grant had 68 enrolled under the grant with 53 exiting and 22 placed at an average wage of \$12.91 and the Opioid Recover grants has 61 enrolled, with 43 exiting and 42 placed in a position with an average wage at placement of \$14.91.

### Chair/Executive Director Report

#### Update on workforce board consolidation

Mrs. Kim Bodine said that there have been many meetings with partners and Ernst and Young (Consultants working with CareerSource Florida on the realignment/consolidation plan). In November, there was a call with the chief elected officials and commissioners, and all three of ours publicly stated that they were against consolidation. At the last state board meeting, there was some concern about how far folks may have to drive, especially with the rural counties, which is what the consultants presented as the reason the commissioners were "concerned" about consolidation. She indicated that it was disappointing that the consultants did not clearly indicate to the state board that many local elected officials publicly stated their opposition to consolidation and instead used the term "concern". She said that Dr. Pat Hardman met with the consultants, staff from other regions and team members from Regions 4 and Dr. Hardman basically told them that since Florida is a large state and very diverse, that perhaps the consolidation should begin in one largely populated area to see how that goes and then take the best practices from that before considering moving forward. Mrs. Bodine said that she did a very good job, and thanked her for her time and support. EY will have one final call with our local elected officials on January 18<sup>th</sup> before issuing their report to the state workforce board in February.

Mrs. Bodine said she mentioned it in the Executive Committee that the director for DEO resigned in December and recently the president of CareerSource Florida resigned so both of those positions are open. These positions are essentially appointed by the Governor.

Mrs. Bodine said that she and Mrs. Goodwin have been meeting with FSU/PC and Gulf Coast State College to add bachelor degree programs in an effort to serve more individuals in training.

Mrs. Bodine also said that she and Ms. Jennifer German have been meeting with Dr. George Baston to discuss an apprenticeship program in Port St. Joe, having to do with mental health counseling. There are three credentials involved in the apprenticeship. Dr. Baston just recently had his apprenticeship approved and it's on the statewide ETPL. Mrs. Bodine said they plan to recruit a couple of participants for eligibility determination in an effort to enroll into the new apprenticeship.

Mrs. Elinor Mount-Simmons said that she is looking forward to working with the board this year. She also said that approximately in April there will be a need of a rating committee for audit firms for the board. She said she has participated in a rating committee for the last few years, and it doesn't take a great deal of time, just a bit of work. She said that she would be asking for volunteers for the committee so board members should be thinking about that.

She asked all to join staff to celebrate Ms. Valentina Webb's retirement celebration this Thursday. She has been part of CareerSource for 10 years in the Franklin County area. The celebration will be at 4:00 pm EST at Holy Family.

### **GOOD OF THE ORDER**

Articles to read are an attachment to the agenda packet.

### **OPPORTUNITY FOR PUBLIC COMMENT**

Commissioner Dozier spoke about the findings on the monitoring report and findings are a common thing. There are other entities that deal with the state and he wanted to point out that all of them get findings on their reports. He said that staff are doing a great job.

Ms. Elinor Mount-Simmons said that there will be a meeting in February but it will be later in the month because the state board meetings will happen around the same time as the normal meeting date. The board attendees will be notified of the date at a later time.

Ms. Elinor Mount-Simmons said that for those attended the annual luncheon in November, her daughter that worked at FSU attended with her. However, she wanted all to know that her daughter passed away unexpectedly last month. She thanked all those who sent her condolences and prayers.

### **ADJOURNMENT**

There being no additional business, Ms. Elinor Mount-Simmons adjourned the meeting.