

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
TELEPHONIC EXECUTIVE/FINANCE COMMITTEE
May 31, 2023

CareerSource Gulf Coast held a telephonic Executive/Finance Committee on Wednesday, May 31, 2023, at 10:30 a.m. (CST).

Executive Committee members participating were Ms. Elinor Mount-Simmons, Dr. Pat Hardman, Mr. Ted Mosteller, Mr. John Deegins and Mr. Joey Ginn.

Mrs. Kimberly Bodine, Executive Director and Ms. Donna Stapleton attended from CareerSource Gulf Coast.

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

- Approval of reduction in funding and positions

Approval of reduction in funding and positions

Mrs. Kim Bodine said that the board received the final budget from DEO, and it was worse than anticipated. Funding was reduced by 17% from last year. She pointed out the Reduction in Force Policy, indicating that any reduction of force must be approved by the board. Mrs. Bodine's recommendation was to layoff the following positions:

1. Part time marketing position
2. IT support position
3. Accounting/Admin position
4. Business services position
5. Monitoring/compliance position

Mrs. Bodine also said that the board has a contract with Gulf Coast State College for IT support, which totals \$20,000 and that she is negotiating with the President of Gulf Coast State College to possibly reduce this amount.

Mrs. Bodine is recommending that these five staff members be paid out the total of their leave balance accrued; given one (1) week's severance pay for every year of employment with the board – not to exceed four (4) weeks. She said the policy also indicated that the employees must have worked for the board for a minimum of one (1) year to receive severance pay and that those eligible for severance receive the prorated share of their current year of employment if this is less than one (1) full year. Mrs. Bodine said that the final day of work for these staff members will be June 16, 2023. She also said that there may be one to two DEO positions open and qualified staff members could apply. Mrs. Bodine then asked that the Accounting/Administrative position be kept through July of 2023 to help close out the fiscal year.

Ms. Elinor Mount-Simmons asked for a motion to approve the recommendations for the reduction in force by positions as presented by Mrs. Bodine.

Dr. Pat Hardman made a motion to approve the recommendations for the reduction in funding and positions made by Mrs. Bodine. Mr. Joey Ginn seconded, and the motion passed unanimously.

Public Comment Period

There were none.

Adjournment

There being no additional business for the Executive/Finance Committee, Chair Elinor Mount-Simmons adjourned the meeting.