

**GULF COAST WORKFORCE BOARD, INC.**  
**d/b/a CareerSource Gulf Coast**  
**GENERAL MEETING**  
**February 17, 2026**

CareerSource Gulf Coast held an in-person and Zoom meeting / General Meeting at 10:00 a.m. (CST) on Tuesday, February 17, 2026.

<u>Members Present:</u>		<u>Members NOT present:</u>
Mr. Fred Croon (V)	Mr. Ted Mosteller	Mrs. Becca Hardin
Mr. Joey Ginn, Chair	Ms. Elinor Mount-Simmons (V)	Mrs. Sheila Hauser
Mr. Derrick Henderson (V)	Mrs. Alex Murphy (V)	Mr. Andy Hicks
Mr. Christian Johnson (V)	Ms. Alexis Underwood (V)	Mr. Chris Karagiannis
Mrs. Denise Kelley	Mrs. Meghan Upfold	Ms. Rebekah Vassar
Mr. Glen McDonald	Mr. Anthony Workman	
Mr. Jim McKnight, Vice Chair		

Others in attendance was Deborah Carty; Karen Shiver; Commissioner Doug Crosby, BOCC; and Florida Commerce Staff: Tameka Thomas, who were all present either in-person or via Zoom.

CareerSource Gulf Coast board staff present: Mrs. Kim Bodine, Executive Director; Ms. Janine Dexter; Mrs. Maria Goodwin; Mrs. Angela McLane; Mrs. Becky Samarripa; Mrs. Shannon Walding; Mr. Corbett Hines; and Ms. Jessica Strickland.

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

➤ **Consent Agenda Approval**

- **Acceptance/Rescission of Funds for PY 2025-2026**
- **Approval of Budget Modification #4 for PY 2025-2026**
- **Approval of BP 1: Board Calendar Revision-Holiday**
- **One Stop Operator Report**
- Financial Report ending 12.31.2025
- **Approval of the January 13, 2026 Executive Committee & General Board Meeting minutes**
- **Approval of the January 26, 2026 Executive Committee Teleconference Meeting minutes**

➤ **New Business**

- **Approval of Slate of Officers**
- **Approval of New Board Policy (BP 57: Emergency Response and Disaster Recovery-Cyber Security)**
- **Approval of New Board Policy (BP 58: Staff Training and Credentialing)**

**Old Business**

- Marketing & Communication Report
- Traffic & Services Report
- Regional Performance Report
- Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers- There were none.
- Chair/Executive Director Report
- Public Comments

**CALL TO ORDER:** Chair Joey Ginn, Board Chair, called the meeting to order at 10:00am CST and it was confirmed there was a quorum by those in attendance at the meeting either in-person or via zoom.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Mr. Ted Mosteller gave the Invocation and Chair Joey Ginn led the Pledge of Allegiance.

**Approval of Consent Agenda:**

Chair, Joey Ginn, inquired 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. No one requested an item for removal or discussion; he asked for a motion to approve the Consent Agenda as presented and approved by the Executive/Finance Committee.

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

**NEW BUSINESS:**

Approval of the Slate of Officers

Chair Joey Ginn explained that a nominating committee had been put together that consisted of Jim McKnight, Alex Murphy, and Rebekah Vassar along with himself at the last meeting. He indicated that the slate of officers presented to the board today was a result of the committee's work. Chair Ginn announced that serving as the new vice chair for CareerSource Board of Directors will be Mr. Jim McKnight of Gulf County. He announced that joining the executive committee would be Mr. Christian Johnson of Gulf County and Ms. Rebekah Vassar of bay county, leaving only one bay county seat vacant for the executive committee, which they will work to fill. He also said that one or two new board members will likely be announced at the next board meeting.

**A motion was made by Mr. Glen McDonald to approve the Slate of Officers as presented.  
Ms. Alexis Underwood seconded, and the motion passed unanimously.**

Approval of new Board Policy 57: Emergency Response and Disaster Recovery-Cyber Security

Chair Joey Ginn asked Mrs. Bodine to present the next agenda item: Approval of new Board Policy 57: Emergency Response and Disaster Recovery-Cyber Security. Mrs. Bodine explained that there were fifteen policies or forms that were passed by CareerSource Florida from January to December 2025. In January 2026, four more policies passed totaling around nineteen very detailed policies for which staff are working to review and provide local policies or local operating procedures. She explained to the board members that it may seem easy to write a policy based on state policies, but she indicated that within these policies there are many requirements that must be implemented. The implementation of the policies necessitates changes in local procedures, and requires the re-writing of plans, and local operating procedures. These new policies should be followed by training or Technical Assistance Letters, but the rapid succession of new policies has exceeded the agency's ability to provide either.

Mrs. Bodine explained that the purpose of the Emergency Response and Disaster Recovery-Cyber Security policy is to ensure a clear plan for disaster recovery before, during and following a natural or manmade disaster, such as mass layoffs, the opioid crisis, a hurricane, tornado, etc. The policy also requires a local plan/procedure that includes elements listed in the policy. It describes the roles of CareerSource Florida and FL COMM in disaster planning and response, requires a regional Continuity of Operations Plan as well as a Cyber Security Plan and procedures, activation and use of state and local rapid response teams, required provision of services and supports, The Disaster Recovery-Dislocated Worker Grant application process and use, and emergency response and disaster training requirements for staff.

The key objectives include: providing clear guidance and support on operations and considerations during an emergency and outlining clear expectations to guide data-based- responsive and comprehensive planning, response, and recovery in the event of a disaster or emergency, including expectations for the following: continuity of operations plans, activation and utilization of state and local rapid response teams, provision of services and supports, emergency response and disaster

training for staff, and disaster recovery Dislocated Worker Grant application and utilization. To provide services and support, she explained that they would utilize mobile career center units or career services support at community partner locations based on the number and percentage of one-stop customers receiving services during a disaster, time frame, percentage of participants enrolled in short-term training programs offered during disaster recovery, and employer satisfaction and engagement of services provided during and after a disaster including satisfaction with dislocated worker grant funded programs, lay off aversion, and short time compensation.

Mrs. Bodine explained that the policies and procedures section of the policy covers 11 pages, so she did not touch on every topic in the policy however, she noted that it provides a lot of useful information related to coordination with the state/local partners regarding the Disaster, it mentions Disaster Recovery Jobs Portal, Rapid Response and layoff aversion activities, as well as short time compensation program. She explained that it also mentions business and community needs surveys/assessments, DR-Dislocated Worker Grants-like determining the need for a DWG and the application process, covers pre event activities that should be carried out, discusses allowable activities under the grant, eligibility for participants for the types of activities that could be carried out, the prioritization of disaster relief worksites, coordination with FEMA for non-duplication of funds, and a list of what local operating procedures must contain.

For each operational policy that is passed by CareerSource Florida they have indicated that there will be performance goals for the policy and actions-programs rendered from the policy. This can be a bit overwhelming as the tracking of each policy can become burdensome, and in late January it was confirmed by CareerSource Florida that they will not create dashboards to support the system in tracking the performance goals. They indicated that the tracking of the goals and developing a way to do that is incumbent upon the individual boards, whether funding cuts have impacted them or not. She assured the board that CSGC will work to determine how they will do that. She admitted that there is a struggle to keep up with the volume of policies but assured the board that they are working diligently to update their policies and all of the procedural changes required to be in compliance.

**With there being no questions for Mrs. Bodine on this agenda item, Mr. Joey Ginn asked for a motion to approve new Board Policy 57: Emergency Response and Disaster Recovery-Cyber Security as presented.**

**A motion was made by Mr. Ted Mosteller to approve BP 57: Emergency Response and Disaster Recovery-Cyber Security as presented above by Mrs. Kim Bodine. Ms. Alexis Underwood seconded, and the motion passed unanimously.**

#### Approval of new Board Policy 58: Staff Training and Credentialing

Mrs. Bodine explained the purpose of this policy is to provide a structured system for training to ensure staff are well trained and provide high quality services to their customers. It defines the types of training required for both staff credentialing and continuing education credits, and it also introduces the FL WINS platform as the new training/tracking system for the CareerSource Florida network. The key objectives include front line staff/local area staff to complete FL WINS cross training-tier 1 within 60 days, complete ongoing professional development of no less than 15 hours of continuing education and standardizes credentialing and training requisites locally and statewide.

Mrs. Bodine explained that policies and procedures section includes the following: minimum credentialing standards, tier 1 Certificate program, alternative training, WIOA partner cross training, continuing education units, tier 2 program for frontline/local staff, and she explained each in detail.

Mrs. Bodine explained that implementation requires a Local Operating Procedure, which details timelines for completing training requirements, assignment of roles for tracking compliance, maintaining records/training documentation methods, and provides detail regarding monitoring by state agencies. It also requires the board to define appropriate CEU training options, which is currently being developed.

**A motion was made by Mr. Glen McDonald to approve new Board Policy 58: Staff Training and Credentialing as presented above by Mrs. Bodine.  
Mrs. Denise Kelley seconded, and the motion passed unanimously.**

## **OLD BUSINESS:**

### **Marketing and Communications Report**

Mrs. Becky Samarripa, Communications Manager, highlighted marketing efforts, which included involvement in community events as well as numerous hiring events and job fairs that were held November 2025 through January 2026. She highlighted the continued involvement in community events: ongoing Food Pantry distributions in Gulf County, Tyndall AFB Checkertail Airman and Family welcome orientations, Military Family Appreciation Day at Tyndall Air Force Base and Rebuild Bay County Holiday Services Fair in December. There were numerous promotions for Veteran Services; she noted that the state was recognized as the most veteran friendly state in the nation and sharing available veterans services with the community via social media is a good way to draw attention to the designation.

She reminded members about CareerSource Gulf Coast's involvement with the Florida High School High Tech program in Gulf County and noted staff member, Kodi Linton's recognition at the annual HSHT conference receiving the 2025 Rookie of the Year Award from the ABLE Trust, which was highlighted on our social media to let the community know about the good work she's doing for the teens in Gulf County. She also noted that The Able Trust also featured our student Zoe, and her career mission journey which was the outcome of her work experience activity with the HSHT program.

Mrs. Samarripa also promoted CareerSource Gulf Coast's promoted two new Bay County locations: Haney Technical College and Gulf Coast State College. The Paychecks for Patriots Job Fair in December was a success- she noted 23 employers participated and they had a total of 223 job seekers of which 81 were military-affiliated, including 58 Veterans, 15 Military spouses, one dependent, and 7 who were transitioning. On January 27, 2026, Mrs. Goodwin and Mrs. Bodine participated in Workforce Day at the Capitol: Celebrating Florida's Workforce Successes, and registration for the 39<sup>th</sup> Annual Bay County Job Fair coming up on March 7, 2026, has been launched. The event will be held on Gulf Coast State College campus. Mrs. Samarripa noted there was no recent news coverage or articles for this meeting.

Chair Joey Ginn thanked Mrs. Samarripa for her detailed Marketing and Communications report.

### **Traffic and Services Report**

Mrs. Maria Goodwin gave an overview of the One Stop Services report in the agenda packet. In January 2026, there were 554 total One Stop visitors, with 3,011 total services provided and 1,037 job referrals issued. On the employer side, staff provided 359 employer services to 110 unique employers/businesses in the region.

### **Regional Performance Report**

Mrs. Goodwin presented a couple of updates on CSGC formula funded programs and some of their special project grants. In terms of their formula funded programs, WIOA is their biggest program, noting that they have 69 participants enrolled across different customer types this program year. She detailed that of that number, there are 60 adults, 5 enrollments for youth, and 4 under dislocated worker through their fostering opioid recovery program. Another formula funded program is the Supplemental Nutrition Assistance Program (SNAP) program that serves clients who have applied for food stamps and meet certain requirements and are referred to CareerSource for job search and activity requirements. She noted that the program has seen some changes beginning in January in that the number of people they are working with through that program has at least doubled, in the last two months due to an expansion of participation requirements being expanded to new age groups. She explained that if the customer is considered an "ABAWD", meaning an able-bodied adult without dependents and now up to age 59, they will be referred to CSGC who monitors compliance with their work activities. From an operational standpoint CSGC staff are working to cross-train and develop new processes to meet the compliance of what is required without making other people work. Mrs. Goodwin explained another program that CSGC works with in coordination with Department of Children and Families (DCF) is the welfare transition, also called the TANF program, in which DCF will refer clients to CSGC for work activities for customers who are receiving cash assistance (welfare). She noted that they only have 11 open cases currently and some of those are medically deferred, which means they are not required/able to complete the work activities.

Mrs. Goodwin reported that staff are working with multiple special grants: 1) Opioid Recovery Program has 4 individuals enrolled, of which, 3 are involved in a paid work experience and CSGC is working with recovery centers/halfway houses to

recruit more participants; 2) Hope Florida Program has 11 enrolled and their focus is healthcare (LPNs and RNs); 3) Sector-Based Training, where participants receive Occupational Skills Training or work based training/experience in key industry sectors- in aviation and there are 9 enrollments and 7 of those are aviation; and 4) the State Rural Initiatives Funds with 6 enrollments currently-of those 6 enrollments, 5 are in paid work experiences and one in a registered apprenticeship program. She reported that CSGC has been working with employers and job seekers that should materialize into more enrollments, one with Ascension with some incumbent worker training and another with Weems Memorial Hospital with some incumbent worker training for their existing employees and potential OJT contracts. They also are doing some Occupational Skills Training with individuals in continuing education through phlebotomy and IV Therapy courses that they are hoping to fund. There is also the potential for some CDL training requested by rural job seekers.

Chair Joey Ginn thanked Mrs. Goodwin for her well-detailed reports.

#### Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers

Chair Joey Ginn noted to Board Members that there was no Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and other Local Public Officers

#### CHAIR / EXECUTIVE DIRECTOR REPORT

Executive Director, Mrs. Kim Bodine, passed on proving a report due to time limitation, and indicated to proceed with the Chair's report. Chair, Joey Ginn wanted to recognize Mr. Anthony Workman for attending today's meeting and announced that Mr. Workman will now fill Mr. John Deegin's spot for the Bay County Veterans Services Division since Mr. Deegin's retirement and has joined the CareerSource Gulf Coast Board of Directors. Mr. Ginn then thanked everyone for attending today's meeting and announced the next meeting will be on April 7<sup>th</sup>, which he noted deviates from the typical schedule of the second Tuesday and asked members to mark their calendars.

#### GOOD OF THE ORDER

It was noted that there was no recent news coverage or articles.

#### OPPORTUNITY FOR PUBLIC COMMENT

Chair Joey Ginn invited any public comment at this time. However, no public comments were made.

#### ADJOURNMENT

There being no additional business, Chair Joey Ginn adjourned the meeting at 11:01 am.