



## **GENERAL MEETING MINUTES**

CareerSource Chipola Community Room  
4636 HWY 90 East, Suite K, Marianna, Florida  
November 14, 2019 at 5:30 PM (CT)

### **CALL TO ORDER**

A quorum was present and Arthur Obar, Chair, called the meeting to order. Donnie Read led the group in the Invocation and Pledge to the Flag.

#### **The following board members were present:**

Arthur Obar, Debbie Kolmetz, Janice Sumner, Mary McKenzie, Sandy Spear, James Sellers, Donnie Read, Ralph Whitfield, Johnny Eubanks, Darrin Wall, Tracy Andrews, Sarah Clemmons, Keith Sutton, Kristy Terry, Jesse Smallwood.

#### **The following board members were absent:**

Raymond Russell, Tanya Burt, Travis Ephriam, Larry Moore, Andy Jackson, Martha Compton, Frances Henderson.

#### **Others present included:**

Richard Williams, Lauren Morris, Rose Adams, Kyle Morgan, Sara Johnson, Melody Wade, Kenny Griffin (CSC Staff); Shannon Colavecchio representing Moore, Inc.

### **PUBLIC COMMENTS**

Arthur Obar announced that public comment cards were available for anyone wishing to make a comment.

### **CHIPOLA WORKS CAMPAIGN LAUNCH**

Shannon Colavecchio of Moore, Inc. presented the Chipola Works ad campaign.

### **GENERAL MEETING MINUTES**

Darrin Wall made the motion, Tracy Andrews seconded the motion and the vote was unanimous to approve the minutes of the September 19, 2019 general meeting.

### **APPROVAL REQUEST – NAWB DISASTER RECOVERY EVENT SPONSORSHIP**

\*This item was pulled from the agenda.

### **STATUS OF FUNDS REPORT**

Richard Williams stated that there were no major concerns.

## **NDWG UPDATE**

Rose Adams provided an update on the National Dislocated Work Grant, stating that there were 85 participants at worksites with two more starting immediately. She also said there were additional jobs in the pipeline to be filled.

## **APPROVAL REQUEST – UPGRADE OF NETWORK CABLING, PURCHASE OF NEW SERVERS**

Richard Williams reviewed quotes/bids received for the installation of Cat 6 cable as part of the IT Infrastructure project. Quotes were discussed and staff recommended moving forward with Network Cabling Services (NCS) due to the fact that NCS will be able to complete the installation with the least amount of downtime for CSC offices. NCS is also providing a rack system, does not put a limit on the amount of wire provided by the vendor, provides needed drop cables, etc. Following discussion, **Donnie Read made the motion, Janice Sumner seconded the motion, and the vote was unanimous to approve NCS as the vendor for the installation of network cabling.**

Melody Wade then shared the need for a Storage Area Network as the CSC network computers are moved to thin clients, requiring more work of the network's servers. Mr. Williams stated that all quotes are for the same equipment and staff recommend proceeding with the lowest cost quote. He also stated that because the request is to purchase equipment, approval will also have to be received from the state. Following discussion, **Darrin Wall mad the motion, Janice Sumner seconded the motion, and the vote was unanimous to accept the recommended quote from CDW-G for the Storage Area Network equipment.**

## **APPROVAL REQUEST – JCSB BUILDING TRADES CONTRACT**

Richard Williams stated that the contract is with the Jackson County School Board for the Building Trades Project. He stated that because board member Larry Moore has a conflict as the superintendent of the JCSB, the contract must be approved by the board by a two-thirds vote. Mr. Williams also stated that the contract implements a previously approved Memorandum of Understanding for this project and includes language to allow for payment. Following discussion, **Johnny Eubanks made the motion, Mary McKenzie seconded the motion, and the vote was unanimous to approve the contract with the Jackson County School Board. Larry Moore was not present for the meeting, so no Memorandum of Voting Conflict form (Form 8B) was filed.**

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Williams reported the following:

- He asked Lauren Morris to speak to the board regarding the Christmas project center staff have been working on. Staff decided that instead of exchanging gifts with each other, they would like to work together to provide gifts to residents in local nursing facilities that may not receive anything from friends or family.
- Checks were stolen after being mailed from CSC and were cashed in North Carolina. He stated that all the money was recovered, and CSC is working with the bank to implement preventative measures.
- Michelle Dennard of CareerSource Florida, Kim Bodine of CareerSource Gulf Coast, and he were asked to be part of a panel during the legislative session to discuss workforce issues following Hurricane Michael. He stated that the panel discussion went well and that Representative Plasencia was working with the state and local LWDBs to determine what could be done at the legislative level to provide more assistance with hurricane recovery.
- He shared that CSC is still waiting on the state to provide the money that was promised to allow CSC to provide services to in-school youth.

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned.