



GENERAL MEETING MINUTES

CareerSource Chipola Community Room
4636 HWY 90 East, Suite K, Marianna, Florida
November 9, 2017 at 6:00 PM (CT)

CALL TO ORDER

A quorum was present and Arthur Obar, Vice-Chair, called the meeting to order.

The following board members were present:

Raymond Russell, Mary McKenzie, Cheri Gilmore, Arthur Obar, Donnie Read, Zenna Corbin, Jesse Smallwood, Frances Henderson, Janice Sumner, Debbie Kolmetz, Jared Banta, Travis Ephriam, Darrin Wall, Andy Jackson, Scott Kilpatrick, Keith Sutton

The following board members were absent:

Tom Jenkins, Johnny Eubanks, Kristy Terry, Larry Moore, Natalie Hardy, Ralph Whitfield, Thomas Mead, Martha Compton, Sarah Clemmons

Others present included:

Richard Williams, Melody Wade, Lauren Morris, Debby Wood, Kenny Griffin, Lisa Wells (CSC staff), Darwin Gilmore (representing Dr. Sarah Clemmons and Chipola College)

PUBLIC COMMENTS

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

BOARD'S ANNUAL PERFORMANCE OVERVIEW

James Finch, with the Department of Economic Opportunity, presented the board's Annual Performance Review via conference call.

GENERAL MEETING MINUTES

Donnie Read made the motion, Jesse Smallwood seconded the motion and the vote was unanimous to approve the minutes of the September 14, 2017 general meeting.

REPORT FROM FINANCE COMMITTEE

Arthur Obar provided a review of the finance committee meeting. **Darrin Wall made the motion, Jesse Smallwood seconded the motion and the vote was unanimous to approve the recommendation of the Finance Committee to authorize the Executive Director to enter into negotiations with the top ranked proposer, James Moore & Company, and should he be unsuccessful in negotiating with them that he enter into negotiations with the second ranked proposer, Powell & Jones, CPA's.**

MINUTES OF EXECUTIVE/FINANCE COMMITTEE MEETING

Minutes of the Executive/Finance Committee Meeting held on September 14, 2017 were presented for information only.

DISCUSSION ON YOUTH JOB READINESS

Richard Williams stated difficulties finding youth to participate in the Youth Job Readiness Program. Following much discussion, a temporary committee was formed to study this issue, with Jared Banta chairing the committee. Volunteering to serve on the committee were Keith Sutton, Donnie Read, Travis Ephriam, Janice Sumner and Arthur Obar.

CSC CHIPLEY OFFICE MOVE

Mr. Williams stated that the Chipley office will be moving from the old high school to the campus of the Florida Panhandle Technical College. He also stated the benefits of being located near FPTC's Registrar's office.

REVIEW OF THE ONE-STOP OPERATOR'S QUARTERLY REPORT

Mr. Williams stated that an Invitation to Negotiate was issued and the contract was awarded to Linda Sumblin, former Director of CareerSource Okaloosa-Walton. She is provided open access to our center and comes in unannounced once a quarter to ensure that we are coordinating programs effectively and looking for ways to improve our services.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams reported that the Annual Regional Career Fair will be held on November 14th at Eastside Baptist Church in Marianna. He stated that we will know where we sit in the Performance Funding Measure (PFM) by January or February. He shared that labor numbers are bouncing back and there are more people in the workforce. Lastly, he reported that the centers are stable. We are losing one staff member, but have advertised for the position.

ADJOURNMENT

There being no more business to discuss, **Donnie Read made the motion, Jared Banta seconded the motion and the vote was unanimous to adjourn the meeting.**