



**PROGRAM COMMITTEE MEETING**  
CareerSource Chipola Community Room  
4636 HWY 90 East, Suite K, Marianna, Florida  
July 18, 2017 at 3:00 PM (CT)

**MINUTES**

**CALL TO ORDER**

A quorum was present and Richard Williams called the meeting to order.

**Committee Members Present-** Darrin Wall, Arthur Obar, Mary McKenzie, Jared Banta, Thomas Mead, Janice Sumner, Scott Kilpatrick, Donnie Read, Andy Jackson

**Committee Members Absent-** Martha Compton

**Others Present-** Richard Williams, Lauren Morris, Debby Wood, Lisa Wells (CSC board staff)

**PUBLIC COMMENTS**

Richard Williams announced that public comment cards were available for anyone wishing to make a comment.

**ELECTION OF COMMITTEE CHAIR**

Arthur Obar made the motion, Thomas Mead seconded the motion and the vote was unanimous to elect Mary McKenzie as Chair of the Program Committee.

**DISCUSSION ON YOUTH WORK READINESS**

Debby Wood presented an overview of the work readiness program. **Darrin Wall made the motion, Janice Sumner seconded the motion and the vote was unanimous that the youth work readiness program be utilized with staff developing a curriculum aimed at helping these youth build work skills for job success.**

**DISCUSSION ON WORKFORCE TRAINING**

R. Williams stated that multiple options were available for training adults, including On-the-Job-Training (OJT) and classroom training. He summarized the Committee's wishes from the

previous year to focus resources based on the needs of the individual, rather than a particular area of training. Jared Banta stated that, from an employer's standpoint, working with certificate holders was an overall easier process than the process associated with the OJT program. Following discussion, it was the general agreement of the Committee that staff continue to deliver services based on the individual need expressed for occupational skills with OJT being offered.

## **DISCUSSION OF ON-THE-JOB-TRAINING REIMBURSEMENT**

R. Williams stated that currently employers are reimbursed for OJT once at the end of the training period. He requested that this policy be changed to monthly, in an effort to generate more interest from employers. Following discussion, **Jared Banta made the motion, Darrin Wall seconded the motion and the vote was unanimous to change the OJT reimbursement policy to a monthly cycle.**

## **TRAINING PROGRAMS**

R. Williams discussed the current policy for programs that we are able to sponsor individuals in. According to this policy, the programs must be on our demand occupations list and offered by an approved program within the region. We have also agreed to sponsor students in programs that have been approved by adjacent regions. Due to an adjacent region's recently approved Certified Wedding and Event Planner program and his concern for lack of demand in our region, he requested that this program be excluded from ones offered in this region. **Donnie Read made the motion, Arthur Obar seconded the motion and the vote was unanimous to exclude Certified Wedding and Event Planner from the list of approved programs offered in this region.**

## **ADJOURNMENT**

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