



BOARD MEETING

CareerSource Chipola, Community Room
4636 HWY 90 East, Suite K, Marianna, FL 32446
Thursday, March 14, 2019 at 6:00 PM (CST)

MINUTES

CALL TO ORDER

A quorum was present and Arthur Obar (chair) called the meeting to order. Darrin Wall led the invocation and Arthur Obar led the pledge to the flag.

Attendees- Mary McKenzie, Janice Sumner, Debbie Kolmetz, Jared Banta, Travis Ephriam, Arthur Obar, Johnny Eubanks, Donnie Read, Zenna Corbin, Darrin Wall, Sarah Clemmons, Martha Compton, Frances Henderson, Jesse Smallwood, Keith Sutton, Kristy Terry

Absentees- Raymond Russell, Sandy Spear, Ralph Whitfield, Tracy Andrews, Andy Jackson, Scott Kilpatrick, Larry Moore

Others- Richard Williams, Rose Adams, Kenny Griffin, Deena Johnson, Sara Johnson, Lauren Morris, Rachael Poole, Melody Wade, Debby Wood-CSC Staff, Keantha Moore & Lemuel Toro-DEO, Patrick Wright- FLDOE

DEO PERFORMANCE REPORT

Keantha Moore and Lemuel Toro presented the DEO Performance Report. Keantha Moore reviewed Workforce Structure and Service Delivery Model, Roles and Responsibilities, Program Year 2017 Primary Indicators of Performance, Programmatic Monitoring Activity and Workforce Trends. Lemuel Toro presented the Local Area Financial Overview. He reported no findings, no issues of non-compliance, nothing that required technical assistance and one observation. He made note that this observation was corrected while DEO was on-site and before report was issued.

PUBLIC COMMENTS

Arthur Obar asked if there were any public comments. There were none.

EMERGENCY ITEMS

There were no emergency items.

CONSENT ITEMS

Jesse Smallwood made a motion to approve the minutes from the Board Meeting on November 8, 2018. Larry Moore seconded the motion and the vote was unanimous to approve the minutes from the Board Meeting on November 8, 2018.

AUDIT PRESENTATION

Arthur Obar reviewed the audit presentation, given by Katherine Munday of James Moore & Company, noting no findings. He explained that the Executive Finance Committee made a motion to accept the report as presented to the committee and the vote was unanimous to approve the report. **Johnny Eubanks made a motion to approve the audit report as presented to the Executive-Finance Committee. Mary McKenzie seconded the motion and the vote was unanimous to approve the audit report as presented to the Executive-Finance Committee.**

STATUS OF FUNDS REPORT

Executive Director, Richard Williams, presented the Status of Funds Report. Attention was drawn to Reemployment (88.11% of funds expended). He explained that money was taken from Rural to cover the extra expenses. In addition, money was also pulled from Rural to cover additional expenses for the Rural Labor Force Decline study. Williams stated that due to funding coming in from the State, staff will be requesting changes to the budget prior to the next board meeting. Williams stated that he is also currently working with the state on carry-over funds and extension dates.

PERFORMANCE REPORT

Debby Wood presented the mid-year Performance Report. She stated that CareerSource Chipola has exceeded all state-level performance measures, with the exception of two, and these two areas have been met.

NATIONAL DISLOCATED WORKER GRANT

Rose Adams presented an update on the National Dislocated Worker Grant. She gave an overview of job sites and the number of workers in each county. 233 individuals have been approved for this program and of these, thirty-three have found unsubsidized jobs – eighteen of those were from job sites. 142 participants have been placed at job sites – seventy-eight General Laborers, forty-eight Humanitarian Workers and eighteen Recovery Support Workers. Rose Adams reiterated the goal of gaining unsubsidized employment for all participants.

COMMITTEE MEETINGS

In Donnie Read's absence, Richard Williams presented an overview of the Program Committee Meeting held on February 19, 2019. **Martha Compton declared a conflict of interest and abstained from the discussion and voting. Darrin Wall seconded the motion made by the Program Committee Meeting to approve the request to included funding for SARA in the budget, approve the addition of the following programs: Bus and Truck Mechanics and Diesel Engine Specialists, Carpenters, Construction and Equipment Operators, Electricians, Heating, A.C. and Refrigeration Mechanics, Phlebotomists and Plumbers, as well as approve the addition of the following occupations to the local targeted occupations list: Drafting, Engineering/Engineering Technician and Elementary Education (except ESE), and approve the listed alternative assessments (GED Practice Tests, TEAS or HESI, GAIN, PERT and TABE) and eliminate the reference in policy to scoring an 8.9 ion the TABE. The motion was unanimously approved.**

NEW BUSINESS

There were no questions or comments regarding the One-Stop Operator Review and DEO Financial Compliance Report. Richard Williams provided an overview of the Report on IT Infrastructure as reported by Ken Osman. He expressed that there are lots of upgrades that need to be done to bring our centers up to where they need to be with regards to technology. He stated that CareerSource Chipola will also be receiving \$300,000 in Hurricane Recovery Funds from the state for upgrades. Janice Sumner asked if CareerSource Chipola had begun to get quotes about how much these upgrades will cost. Richard Williams stated that he and Melody Wade would be meeting with Ken Osman soon to determine a plan of action.

DIRECTOR'S COMMENTS

Richard Williams stated that CareerSource Chipola will be receiving up to \$300,000 from the state for a summer youth (teen pregnancy prevention) program.

Williams noted success with NDWG participants learning soft skills at their worksites which is helping to prepare them for the workforce.

He noted that since 2015, our organization is down 48% with regards to the number of individuals coming in to our centers. Our organization is looking for suggestions and solutions for increasing the number of individuals gaining employment in our area.

ADJOURNMENT

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