



General Meeting
March 14, 2024 at 6:00 P.M. (CT)

Minutes

CALL TO ORDER

A quorum was present, and Debbie Kolmetz, 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:

Raymond Russell, Janice Sumner, Debbie Kolmetz, Jonathan Fuqua, Kevin Buchanan, Johnny Eubanks, Donnie Read, Al Bryant, Tracy Andrews, David Corbin, Justin Stephens

The following board members were absent:

Mary McKenzie, Sandy Spear, Kyle Coates, Travis Ephriam, Vinita Yon, Sarah Clemmons, Kyle Peddie, David Bouvin, Bryan Lee, Penny Bryan, Keith Sutton

Others present included:

Richard Williams, Sara Johnson, Rose Adams, Melody Wade, Tabettha Basford, Cheri Gilmore – CSC Staff

PUBLIC COMMENTS

Debbie Kolmetz asked if there were any public comments. There were none.

GENERAL MEETING MINUTES

Raymond Russell made the motion, Janice Sumner seconded the motion, and the vote was unanimous to approve the minutes of the November 16, 2023, general meeting.

STATUS OF FUNDS REPORT

Richard Williams and Sara Johnson went over the Status of Funds Report.

2024 REGIONAL CAREER FAIR

Cheri Gilmore imparted her gratefulness to the Board, stating the 2024 Regional Career Fair proceeded smoothly despite the looming threat of rain on March 1, 2024. This commitment was especially resolute following last year's unfortunate cancellation due to a tornado watch. Undeterred by the weather forecast, Ms. Gilmore shared many attendees took the risk and showed up, demonstrating their dedication to the event and the opportunities it presented. The career fair saw participation from half of the projected students, with 526 out of 1023 attendees present.

It maintained a positive atmosphere among students and employers despite the rain. However, there were some absences among employers, with around 13 out of 84 not attending. Several employers expressed their appreciation for being invited and highlighted the value they derived from participating in the career fair. Their positive sentiments underscore the significance of the efforts in organizing such events and reaffirm the commitment to facilitating meaningful connections between employers and students.

PROGRAM COMMITTEE

Debbie Kolmetz led the summarization of the Program Committee meeting on March 13, discussing the Program Committee's vote to commit to a TANF Summer Youth Employment Program, which will utilize Manpower. **Johnny Eubanks made the motion, Jonathan Fuqua seconded the motion, and the vote was unanimous to approve the Program Committee's vote to commit to a TANF Summer Youth Employment Program.**

ONE-STOP OPERATOR REPORT

Debbie Kolmetz discussed CareerSource Chipola's second quarter one-stop operator report for Program Year 2023-2024.

NOMINATING COMMITTEE MEMBERSHIP

Chair Debbie Kolmetz presented her decision for 2024's Nominating Committee members: Debbie Kolmetz, Tracy Andrews, Kevin Buchanan, Donnie Read, and Janice Sumner. **Jonathan Fuqua made the motion, Al Bryant seconded the motion, and the vote was unanimous to approve the Chair's selection for CareerSource Chipola's 2024 Nominating Committee.**

REGISTERED APPRENTICESHIP LOP'S

Rose Adams submitted two Local Operating Procedures (LOP) to the Board. The purpose of this first LOP, "Employ Florida Registered Apprenticeship Service Codes," is to guide Career Center staff for the Apprentice and Employer Service Codes required to be entered into Employ Florida. The second LOP, "Workforce Local Operating Procedure," informs LWDB Programs staff of the Registered Apprenticeship Strategic Policy effective 12/12/2023, passed by the CareerSource Florida Board. **Tracy Andrews made the motion, Janice Sumner seconded the motion, and the vote was unanimous to approve both Local Operating Procedures.**

EXTENSION OF DIRECT SERVICES PROVIDER REQUEST

Jonathan Fuqua made the motion, Donnie Read seconded the motion, and the vote was unanimous to approve CareerSource Chipola to remain a direct service provider instead of contracting with other companies to run their one-stop centers.

ELIGIBLE TRAINING LIST PROVIDER APPROVAL

Debby Wood spoke to the Board on the usage of the PY 2023-2024 until the PY 2024-2025 is released and reviewed. **Donnie Read made the motion, Jonathan Fuqua seconded the motion, and the vote was unanimous to approve the 2023-2024 Targeted Occupations List for use, effective July 1, 2024, until a new list is issued.**

EXECUTIVE DIRECTOR SURVEY RESPONSES

Executive Director Richard Williams discussed the results of the responses to an evaluation completed by the Board members. Average scores included an approval rating of 5 out of 5 in Administration, Leadership, and Overall Satisfaction.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

Ms. Kolmetz adjourned the meeting.