



**General Meeting
September 12, 2024, at 6:00 P.M. (CT)**

MINUTES

CALL TO ORDER

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

The following board members were present:

Mary McKenzie, Janice Sumner, Kyle Coates, Travis Ephriam, Jonathan Fuqua, Kevin Buchanan, Donnie Read, Al Bryant, Tracy Andrews, David Corbin, Dr. Sarah Clemmons Bryan Lee, Penny Bryan

The following board members were absent:

Raymond Russell, Sandy Spear, Debbie Kolmetz, Johnny Eubanks, Kyle Peddie, Justin Stephens, Dr. David Bouvin, Keith Sutton

Others present included:

Richard Williams, Sara Johnson, Deena Johnson, Debby Wood, Melody Wade– CSC Staff

GENERAL MEETING MINUTES

Jonathan Fuqua made the motion, Janice Sumner seconded the motion, and the vote was unanimous to approve the minutes of the May 9, 2024, general meeting.

STATUS OF FUNDS REPORT

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

MISSION MOMENT

Richard Williams provided a recap of CareerSource Chipola's successful Annual Meeting held on August 8, 2024, at the Marianna Agricultural Conference Center.

COMMITTEE REPORTS

Donnie Read stated the Executive Committee met on August 27, 2024, to discuss action items to be brought to the Board's attention at today's meeting:

2024-2025 BUDGET

The Executive Committee made a motion on August 27, 2024, to approve the CareerSource Chipola drafted 2024-2025 Budget, Al Bryant seconded the motion, and the vote was unanimous to approve the Program Year 2024-2025 Budget.

ITA WAIVER

The Executive Committee made a motion on August 27, 2024, to approve the Individual Training Account Waiver, Dr. Sarah Clemmons seconded the motion, and the vote was unanimous to approve the submission of the ITA Waiver with the Chair's signature.

DRAFTED 4-YEAR PLAN

The Executive Committee made a motion on August 27, 2024, to approve the CareerSource Chipola drafted Four-Year Plan, Bryan Lee seconded the motion, and the vote was unanimous to approve the CareerSource Chipola Four-Year Plan.

PY 2024-2025 TARGETED OCCUPATIONS LIST

The Executive Committee made a motion on August 27, 2024, to approve the CareerSource Chipola Program Year 2024-2025 Targeted Occupations List, David Corbin seconded the motion, and the vote was unanimous to approve the usage of the Program Year 2024-2025 Targeted Occupations List.

ONE-STOP OPERATOR REPORT

Donnie Read commended CareerSource Chipola's fourth quarter one-stop operator report for Program Year 2023-2024.

COMMITTEE STRUCTURE FOR 2024-2025

The Executive Committee met on August 27, 2024, and decided to ask the Board of Directors for input on the structure of the 2024-2025 Program Year Committee membership. Kyle Coates made the motion for the Executive Committee to decide memberships, Mary McKenzie seconded the motion, and the vote was unanimous to approve the Executive Committee to appoint members to the 2024-2025 Program Year Committees.

BOARD TRAINING

Richard Williams discussed updates and reviewed the Board Member Orientation information with the Board of Directors. No action needed.

SUBRECIPIENT AGREEMENT

Jonathan Fuqua made the motion to approve Donnie Read, Chair of CareerSource Chipola's Board of Directors, to sign the agreement with the state to receive funds, Travis Ephriam seconded the motion, and the vote was unanimous to approve the chair's signature on the Subrecipient Agreement.

Letter

Al Bryant made the motion, Brian Lee seconded the motion, and the vote was unanimous to approve

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

Jonathan Fuqua made the motion, Janice Sumner seconded the motion, and the vote was unanimous to adjourn the September 12 Board Meeting.