



GENERAL MEETING MINUTES
Via Microsoft Teams/Conference Call
August 13, 2020 at 10:00 AM (CT)

CALL TO ORDER

A quorum was present and Janice Sumner, Chair, called the meeting to order. Kenny Griffin led the group in the Invocation and Pledge to the Flag.

The following board members were present:

Janice Sumner, Debbie Kolmetz, Donnie Read, Raymond Russell, Mary McKenzie, Sandy Spear, Ralph Whitfield, Johnny Eubanks, Darrin Wall, Tracy Andrews, Larry Moore, Sarah Clemmons, Kristy Terry, Jesse Smallwood, Martha Compton, Frances Henderson.

The following board members were absent:

James Sellers, Travis Ephriam, Arthur Obar, Keith Sutton, Andy Jackson.

Others present included:

Richard Williams, Lauren Morris, Rose Adams, Sara Johnson, Melody Wade, Kenny Griffin, Deena Johnson, Debby Wood (CSC Staff).

PUBLIC COMMENTS

Janice Sumner asked if there were any public comments. There were none.

GENERAL MEETING MINUTES

Donnie Read made the motion, Larry Moore seconded the motion, and the vote was unanimous to approve the minutes of the July 9, 2020 general meeting.

APPOINTMENT OF EXECUTIVE COMMITTEE

Darrin Wall made the motion, Martha Compton seconded the motion, and the vote was unanimous to approve the Chair's recommendation for Executive Committee membership for 2020-2021 as follows: Janice Sumner, Debbie Kolmetz, Arthur Obar, Raymond Russell, Sandy Spear, Donnie Read, and Tracy Andrews.

FLOORING ITN VENDOR APPROVAL

In accordance with the recommendation of the Executive Committee following the Invitation to Negotiate process to replace the worn carpet in the Marianna career center and management office, **Jesse Smallwood made the motion, Donnie Read seconded the motion, and the vote was unanimous to grant approval to allow the Executive Director to contract with Bracewell's Flooring and Fencing for an amount not to exceed \$59,336.85.**

HOLIDAY CLOSURE SCHEDULE

Richard Williams stated that the newly signed agreement with DEO requires the main career center in Marianna to follow a holiday closure schedule that matches that used at the county, state, or federal level. The staff presented two options. Option one was to choose one of the three allowed schedules and adjust the number of paid holidays as/if necessary. Option two was to adopt the Florida holiday schedule and add one "personal day" that staff can take any day during the program year with prior approval. **The Executive Committee made the motion, Sarah Clemmons seconded the motion, and the vote was unanimous to adopt option two as presented.**

FLORIDA/GEORGIA WORKFORCE ALLIANCE MOA

Richard Williams shared a Memorandum of Agreement currently in place for the Florida/Georgia Workforce Alliance that aligns workforce boards in North Florida and Southwest Georgia. He stated that other Florida boards have since joined, and that Southeast Alabama will be as well. Mr. Williams said the purpose of the alliance is to allow partner boards a wider regional outreach to benefit businesses and individuals. **Jesse Smallwood made the motion, Ralph Whitfield seconded the motion, and the vote was unanimous to grant approval to allow the Executive Director to negotiate an agreement with the Florida/Georgia Workforce Alliance.**

PROPOSED TARGETED OCCUPATIONS/ELIGIBLE TRAINING PROVIDERS LISTS 20-21

Prior to any motion or discussion, it was noted that the names of some of the programs offered by Florida Panhandle Technical College had changed since the creation of the Targeted Occupations List. Debby Wood stated that it would be possible to update the list. She also shared that Chipola College will be seeking approval at a later date to add two additional programs to the list. **Debbie Kolmetz made the motion, Larry Moore seconded the motion, and the vote was unanimous to approve the 2020-2021 Targeted Occupations List with changes as noted for Florida Panhandle Technical College. Darrin Wall, Sarah Clemmons, and Martha Compton abstained from any discussion and voting.**

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams reported the following:

- The additional \$600 per week federal unemployment ended.
- CSC is working closely with local employers to reduce unemployment fraud and to offer virtual job fairs to assist in recruiting efforts.
- Training program enrollments are down both locally and across the state. CSC is working with training providers and employers to recruit participants for these programs.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

Larry Moore made the motion, Darrin Wall seconded the motion, and the vote was unanimous to adjourn the meeting.