



**General Meeting
July 13, 2023, 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:

Janice Sumner, Donnie Read, Penny Bryan, David Bouvin, David Corbin, Johnny Eubanks, Tracy Andrews, Sandy Spear, Sarah Clemmons, Debbie Kolmetz, Raymond Russell

New board members introduced:

Al Bryant, Jonathan Fuqua, Justin Stephens, Kevin Buchanan

The following board members were absent:

Kyle Peddie, Travis Ephriam, Mary McKenzie, Keith Sutton, Bryan Lee

Others present included:

Richard Williams, Debby Wood, Sara Johnson, Rose Adams, Melody Wade, Tabetha Basford, Deena Johnson, Cheri Gilmore – CSC Staff
Major Burch, Under Sherriff
Linda Sumblin, One-Stop Operator

PUBLIC COMMENTS

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

GENERAL MEETING MINUTES

Raymond Russell made the motion, Sarah Clemmons seconded the motion, and the vote was unanimous to approve the minutes of the May 11, 2023, general meeting.

STATUS OF FUNDS REPORT

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

JACKSON COUNTY SHERIFF'S OFFICE APPRENTICESHIP

Mr. Williams shared that CareerSource Chipola was contacted in 2022 by representatives from CareerSource Florida and the Jackson County Sheriff's Department for consideration of participation in the creation of a Law Enforcement Apprenticeship. Mr. Williams introduced Major Burch, Undersheriff, to speak on the apprenticeship program. **Donnie Read made the motion, Jonathan Fuqua seconded, and the vote was unanimous to approve up to \$28,000 in funding through either an On-the-Job Training (OJT) agreement or a Customized Training Agreement with the Jackson County Sheriff's Office.**

MISSION MOMENT

Mr. Williams spoke on the Summer Youth TANF Program and shared a video submitted by participant T.J. Roulhac Enrichment and Activity Center of their visit to a local barbershop.

OUTREACH

Kayla Baxter prepared a pamphlet that was shared with the board depicting the latest audience increase on social media since posting habitually, top-performing posts, and presented to the Board recent social events CareerSource Chipola has and will participate in.

MONITORING

Richard Williams led a discussion with the board on the recent State and Federal Monitoring.

CONTINUATION BUDGET REQUEST

Penny Bryan made the motion, Kevin Buchanan seconded the motion, and the vote was unanimous to continue current operations and programs as approved by board action and general policy until such time as an official budget is approved by the board of directors.

NEW ELIGIBLE TRAINING PROVIDER

Johnny Eubanks made the motion, Raymond Russell seconded the motion, and the vote was unanimous to approve the addition of Jackson County Sherriff's Office and Northwest Florida State College/FleetForce Truck Driving School as new providers and to add the Law Enforcement Registered Apprenticeship program and Heaving and Tractor Trailer Truck Drivers Class A and Class B CDL program to the Eligible Training Provider List.

PY 2023-2024 TARGETED OCCUPATIONS LIST

Debby Wood reviewed the proposed training program changes listed in the Statewide and Regional Targeted Occupations List as well as the local demand for occupations specific to the CareerSource Chipola service delivery system. **Jonathan Fuqua made the motion, Al Bryant seconded the motion, and the vote was unanimous to approve the 2023-2024 Targeted Occupations List for use by staff for qualified customers opting to enter Occupational Skills Training.**

EXECUTIVE COMMITTEE APPOINTMENTS

Debbie Kolmetz, Chair, appointed the following members to the Executive Committee consistent with the requirements of the bylaws; Chair: Debbie Kolmetz, Vice Chair: David Corbin, Calhoun: Janice Sumner (Immediate Past Chair), Holmes: Sandy Spears, Jackson: Travis Ephriam, Liberty: Johnny Eubanks, Washington: Tracy Andrews. **Raymond Russel made the motion, Donnie Read seconded the motion, and the vote was unanimous to approve the appointment of the Executive Committee as selected by the Chair.**

OTHER COMMITTEE APPOINTMENTS

The Chair requested membership of the Finance, Program, and Youth Committees remain as currently listed and that membership on these committees be open to all members wishing to serve. **Janice Sumner made the motion, Donnie Read seconded the motion, and the vote was unanimous to approve membership of the Finance, Program, and Youth Committees remain as listed and that members wishing to serve on a committee be so appointed if they sign-up for the committee prior to the end of July.**

INSURANCE AGENCY RFQ

Richard Williams led a discussion requesting permission from the Board to issue a Request for Qualifications for Insurance Benefits Agency. **Johnny Eubanks made the motion, Jonathan Fuqua seconded the motion, and the vote was unanimous to approve staff to develop and issue a Request for Qualifications to serve as our Insurance Benefits Agency.**

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

There being no further business to discuss, Donnie Read made the motion, Jonathan Fuqua seconded the motion, and the vote was unanimous to adjourn the July 13, 2023 meeting.