



**General Meeting**  
**January 12, 2023, at 6:00 P.M. (CT)**  
**[Join via Microsoft Teams Meeting](#)**  
**or by phone at 561-570-4464 Conference ID: 982 937 818#**  
**or in person at 4636 Highway 90, Suite K**  
**Marianna, FL 32446 - Community Room**  
**Richard - (850) 557-2441; Tabetha - (850) 693-3913**

## **MINUTES**

### **CALL TO ORDER**

A quorum was present and Debbie Kolmetz, 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:**

Debbie Kolmetz, Janice Sumner, Travis Ephriam, Mary McKenzie, Arthur Obar, Donnie Read, Penny Bryan, David Bouvin, David Corbin, Tracy Andrews, Raymond Russell, Bryan Lee, Sarah Clemmons, Kyle Peddie

#### **The following board members were absent:**

Sandy Spear, Ralph Whitfield, Frances Henderson, Kristy Terry, Andy Jackson, Johnny Eubanks, Keith Sutton

#### **Others present included:**

Richard Williams, Debby Wood, Sara Johnson, Melody Wade, Tabetha Smith, Kayla Baxter, Deena Johnson, Cheri Gilmore, Chris Bailey, Steve Williams – CSC Staff

### **PUBLIC COMMENTS**

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

### **GENERAL MEETING MINUTES**

**Arthur Obar made the motion, Donnie Read seconded the motion, and the vote was unanimous to approve the minutes of the November 10, 2022, general meeting.**

## **MISSION MOMENT**

Richard Williams introduced Chris Bailey and Steve Williams, who discussed their workings with Veterans in the community. Mr. Bailey and Mr. Williams spoke on the impact their “Coffee with a Vet” program, and thanked the communities that sponsor such event. They can be found at Sweet Beans in Marianna every second Tuesday and at Mugs and Hugs in Blountstown every third Wednesday.

## **STATUS OF FUNDS REPORT**

Richard Williams and Sara Johnson went over the Status of Funds Report. Mr. Williams reminded the Board that Covid funds end in March and funds are wrapping up.

## **OUTREACH**

Kayla Baxter discussed the audience increase on social media since posting regularly. Ms. Baxter shared top performing posts, and presented to the Board recent social events CareerSource Chipola has and will participate in.

## **REACH ACT DISCUSSION**

Richard Williams gave an update on the REACH Act and spoke on region consolidation.

## **YOUTH COMMITTEE REPORTS**

Travis Ephriam reviewed the Youth Committee meeting held prior to the Board meeting. The Youth Committee had voted on keeping Mr. Ephriam as chair and discussed the Youth ITNs. **The drafted Invitation to Negotiate for Youth Services was approved as is by the Janice Sumner, seconded by Mary McKenzie and the vote was unanimous to present the approval to post the ITN for Youth Services for bids and have CareerSource Chipola staff grade the bids. The drafted Invitation to Negotiate for Youth Employment Services was approved by Arthur Obar, and seconded by Janice Sumner and the was unanimous to approve the ITN for Youth Employment Services and have CareerSource Chipola staff grade the bids.**

## **YOUTH ITN'S**

Mr. Williams further discussed the two Youth ITN's: **The drafted Invitation to Negotiate for Youth Services and the drafted Invitation to Negotiate for Youth Employment Services was approved as is by the Youth Committee, seconded by Raymond Russell and the vote was unanimous to approve the posting the ITN for Youth Services for bids.**

## **FLOWER FUND**

**Donnie Read made the motion, Travis Ephriam seconded the motion, and the vote was unanimous to approve moving \$2,500 to unrestricted funds for the Flower Fund.**

## **DIRECTOR'S COMMENTS**

Mr. Williams announced Rose Adams would be taking on the Apprenticeship Program, with a few job sites participating; including the Jackson County Sherriff Department. He spoke on Opportunity Florida's existing projects. Richard Williams also revisited September 8, 2022, Board Meeting, where the Board approved the 2022-2023 Budget. **Arthur Obar made a motion, Donnie Read seconded the motion, and the vote was unanimous to approve the \$1 raise for staff, retroactive to January 1, 2023.**

## **BOARD MEMBER COMMENTS**

None.

## **ADJOURNMENT**

**There being no further business to discuss, Debbie Kolmetz made the motion, Arthur Obar seconded the motion, and the vote was unanimous to adjourn the meeting.**