



**General Meeting
September 14, 2023, at 6:00 P.M. (CT)**

MINUTES

CALL TO ORDER

A quorum was present and David Corbin, Vice-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:

Donnie Read, Penny Bryan, David Bouvin, David Corbin, Tracy Andrews, Jonathan Fuqua, Justin Stephens, Kevin Buchanan, Travis Ephriam, Mary McKenzie

The following board members were absent:

Kyle Peddie, Keith Sutton, Bryan Lee, Sandy Spear, Sarah Clemmons, Debbie Kolmetz, Raymond Russell, Janice Sumner, Al Bryant, Johnny Eubanks

Others present included:

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

PUBLIC COMMENTS

David Corbin asked if there were any public comments. There were none.

GENERAL MEETING MINUTES

Jonathan Fuqua made the motion, Donnie Read seconded the motion, and the vote was unanimous to approve the minutes of the July 13, 2023, general meeting.

STATUS OF FUNDS REPORT

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

MISSION MOMENT

Cheri Gilmore shared with the Board her exciting adventure going into the schools across the five counties CareerSource Chipola serves to discover interests and uncover the career path options for each student. Virtual Reality Headsets open the door to industries students might not have known existed, making career planning exciting and interactive. With immersive hands-on training and experience through VR, each student has the opportunity to understand the day in the life of multiple industries. Ms. Gilmore further shared videos of her school visits.

COMMITTEE REPORTS

David Corbin reviewed the Executive/Finance Committee meeting held September 12, 2023, and brought the proposed 2023-2024 Budget before the Board. **Jonathan Fuqua made the motion, Tracy Andrews seconded the motion, and the vote was unanimous to approve the proposed 2023-2024 Budget, including the request to transfer \$175,000 of Dislocated Worker Funding to WIOA Adult Program and a planned \$1 per hour raise for all staff starting in January 2024, based upon performance evaluations, to match the increase in minimum wage.**

PARTICIPANT SUPPORTIVE SERVICES

Richard Williams discussed with the Board that in 2022, the board increased transportation assistance to Workforce Innovation and Opportunity Act (WIOA) and Welfare Transition (WT) participants enrolled in skills training. The current funding amount maximum per month is \$300 dollars for travel more than 750 miles per month. Based upon utilization and staff input of actual need, staff recommends a return to the 2022 limits with the ability to grant exceptions based upon demonstrated need. **Donnie Read made the motion, Jonathan Fuqua seconded the motion, and the vote was unanimous to decrease the Support Services threshold from \$4,000 to \$2,000 per Program Year unless an exception based upon demonstrated need is requested by the Program Director and approved by the Executive Director, allowing the Executive Director to approve up to \$4,000 per Program Year; decrease the amount of transportation assistance to the values listed unless an exception based upon demonstrated need is requested by the Program Director and approved by the Executive Director, allowing the Executive Director to approve an amount up to current limits; and decrease the ITA threshold from \$7,000 to \$5,000 per Program Year unless an exception based upon demonstrated need is requested by the Program Director and approved by the Executive Director, allowing the Executive Director to approve up to \$7,000 per Program Year.**

ONE-STOP OPERATOR REPORT

Richard Williams presented the 2023 4th Quarter report of Linda Sumblin, CareerSource Chipola's One Stop Operator.

NEW BUSINESS

Mr. Willaims went over the REACH Act requirements of the creation of workforce regions. Currently CareerSource Florida is drafting rules for creating these regions. Staff requested the Board the Executive Director be given the authority to work with regions in Northwest Florida to develop a framework for creating a workforce region. **Donnie Read made the motion, Kevin Buchanan seconded the motion, and the vote was unanimous to approve a developed framework for regional collaboration in Northwest Florida.**

DIRECTOR'S COMMENTS

Richard Williams displayed before the board the Local Board Letter Grades assigned by CareerSource Florida, showing CareerSource Chipola third among the Local Workforce Development Boards in the first Quarter.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

There being no further business to discuss, Jonathan Fuqua made the motion, Travis Ephriam seconded the motion, and the vote was unanimous to adjourn the September 14, 2023 meeting.