



**General Meeting  
November 16, 2023, at 6:00 P.M. (CT)**

**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:**

Janice Sumner, Sandy Spear, Debbie Kolmetz, Kyle Coates, Travis Ephriam, Jonathan Fuqua, Tracy Andrews, David Corbin, Justin Stephens, David Bouvin, Bryan Lee, Penny Bryan

**The following board members were absent:**

Mary McKenzie, Raymond Russell, Kevin Buchanan, Johnny Eubanks, Donnie Read, Al Bryant, Vinita Yon, Sarah Clemmons, Kyle Peddie, Keith Sutton

**Others present included:**

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

**PUBLIC COMMENTS**

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

**GENERAL MEETING MINUTES**

Jonathan Fuqua made the motion, Travis Ephriam seconded the motion, and the vote was unanimous to approve the minutes of the September 14, 2023, general meeting.

**STATUS OF FUNDS REPORT**

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

## **INDUSTRY AND EDUCATION CONSORTIUM APPOINTMENTS**

Chair, Debbie Kolmetz, instructed the Board that Florida law now requires the Chair of each local workforce board to appoint an industry and education consortium to advise the local board. Members of the consortium may not be members of the local workforce board. Ms. Kolmetz provided the following appointments: Chris Franklin – Jackson County School District, Chris Jernigan – Arnold Lumber, Chistinia Jepsen – Calhoun Liberty Hospital, Curtis Green – Florida Panhandle Technical College, Darwin Gilmore – Chipola College, Terry Ellis – West Point Home, and Tom Myer – Rex Lumber. **Jonathan Fuqua made the motion, Travis Ephriam seconded the motion, and the vote was unanimous to approve the mentioned appointments provided by the chair.**

## **NORTHWEST FLORIDA REGIONAL PLANNING AREA RESOLUTION**

Mr. Williams shared with the board that our county consortium has approved the resolution for the formation of the Northwest Florida Planning Area to comply with the requirements of the state. **Jonathan Fuqua made the motion, Travis Ephriam seconded the motion, and the vote was unanimous to approve of the resolution and approve for the chair to sign all necessary documents for state approval of the planning area.**

## **EXECUTIVE DIRECTOR REVIEW REQUIREMENTS**

Ms. Kolmetz prompted the Board that local workforce boards are now required to formally review the Executive Director. As a form was developed for board member input, all board members may complete the survey, but only Executive Committee members are required to complete the survey.

## **BOARD MEMBER COMMENTS**

None.

## **ADJOURNMENT**

**Ms. Kolmetz adjourned the meeting.**