



**General Meeting
November 13, 2025, at 6:00 P.M. (CT)**

A G E N D A

CALL TO ORDER

A quorum was present, and Donnie Read, Chair, called the meeting to order. Janice Sumner led the group in the Invocation and the Pledge of Allegiance to the Flag.

The following board members were present:

Mary McKenzie, Janice Sumner, Sandy Spear, Debbie Kolmetz, Johnny Eubanks, Donnie Read, Al Bryant, David Corbin, Justin Stephens, Keith Sutton, Bryan Lee, Penny Bryan

The following board members were absent:

Brandi Money, Kyle Coates, Travis Ephriam, Jonathan Fuqua, Kevin Buchanan, Tracy Andrews, Sarah Clemmons, Kyle Peddie, Davis Bouvin

Others present included:

Richard Williams, Deena Johnson, Melody Wade, Tabetha Basford, Clarence Pittman, Chris Bailey– CSC Staff

CONSENT ITEM – 09/18/25 MEETING

Janice Sumner made the motion, Bryan Lee seconded the motion, and the vote was unanimous to approve the minutes of the September 18, 2025, general meeting.

STATUS OF FUNDS REPORT

Richard Williams discussed the Status of Funds Report. The Board noted no issues and had no questions.

MISSION MOMENT

Chris Bailey, the Lead Veterans Business & Employment Advocate for CareerSource Chipola, briefed the Board of Directors on the 2nd Annual Vet Fest and the Annual Paychecks for Patriots, which was combined into one event and held on November 5, 2025. Mr. Bailey thanked the Board for their continued support for our Veterans, not just locally, but for all Veterans and their spouses.

The goal of the Vet Fest & Paychecks for Patriots event was to inform Veterans and their spouses of Employment and Service benefits in our area. A job list of current open jobs was provided to all Veterans, with all employers present advertised through CareerSource Chipola. Mr. Bailey further shared that attendance increased 91% from last year's event.

EXECUTIVE COMMITTEE

CareerSource Chipola has received a request to place an unemployed parent in truck driver training, and, for reasons deemed appropriate by staff, the individual has selected to attend Fleet Force Trucking School in Niceville, FL. **The Executive Committee made the motion, Al Bryant seconded the motion, and the vote was unanimous to approve a waiver to the program limits.**

PROGRAM COMMITTEE

The Program Committee made the motion, Keith Sutton seconded the motion, and the vote was unanimous to approve the North FL Trucking Academy Training Vendor Application.

Bryan Lee abstained from voting: Current board local operation procedures limit funding for an individual seeking training to \$5,000 for training costs and \$2,000 for supportive services. **The Program Committee made the motion, David Corbin seconded the motion, and the vote was unanimous to approve raising the limit to \$8,000 in total or \$10,000 if an individual is funded by two or more sources available through CareerSource Chipola.**

EMERGENCY ITEM

Johnny Eubanks made the motion, David Corbin seconded the motion, and the vote was unanimous to appoint Brent Sheldon of Chipola College to the Industry & Education Consortium.

NEW TRAINING PROGRAMS – CHIPOLA COLLEGE

CareerSource Chipola received a completed Program Description Statement of Work for four (4) programs at Chipola College: HVAC, Plumbing, Electricity, and Practical Nursing. These programs are included on the PY 2025-2026 Regional Demand Occupations List

issued by FloridaCommerce. Each of the programs are eligible for Pell assistance; therefore, multiple sources of funding will be used to support the successful completion of training. **Al Bryant made the motion, Penny Bryan seconded the motion, and the vote was unanimous to approve these additional programs for inclusion on Chipola College's list of approved training programs.**

ELIGIBLE TRAINING PROVIDER LIST APPROVAL

Janice Sumner made the motion, Mary McKenzie seconded the motion, and the vote was unanimous to approve the Eligible Training List as presented by CareerSource Chipola.

IMPLEMENTATION OF THE RURAL INITIATIVES GENERAL REVENUE GRANT

After Richard Williams, Executive Director of CareerSource Chipola, declared a Conflict of Interest, **Janice Sumner made the motion, Justin Stephens seconded the motion, and the vote was unanimous, to allow Richard Williams to move forward with contracting with PAEC for the purpose of implementing the robotics portion of the Rural Initiatives General Revenue Grant.**

After Mr. Williams declared another Conflict of Interest, and Mary McKenzie abstained from voting due to a Conflict of Interest, **Janice Sumner made the motion, Justin Stephens seconded the motion, and the vote was unanimous to allow Richard Williams to move forward with contracting with the Early Learning Coalition.**

DIRECTOR'S COMMENTS

David Corbin made the motion, Bryan Lee seconded the motion, and the vote was unanimous to change the date of the next Board meeting to January 15, 2025.

BOARD MEMBER COMMENTS

No comments.

ADJOURNMENT

Johnny Eubanks made the motion, Al Bryant seconded the motion, and the vote was unanimous to adjourn the November 13, 2025, Board meeting.