



General Meeting
September 10, 2026, at 6:00 P.M. (CT)
[Join via Microsoft Teams Meeting](#)
or by phone at 561-570-4464 Conference ID: 857 796 292#
or in person at 4636 Highway 90, Suite K
Marianna, FL 32446 - Community Room
Richard - (850) 557-2441; Tabetha - (850) 693-3913

A G E N D A

CALL TO ORDER	Tracy Andrews, Chair	
INVOCATION / PLEDGE TO FLAG	Donnie Read	
ROLL CALL	Tabetha Basford	
PUBLIC COMMENT	Tracy Andrews	
EMERGENCY ITEMS	Tracy Andrews	
CONSENT ITEMS	Tracy Andrews	<i>Pg 3-5</i>
*General Meeting Minutes May 21, 2026		
*Holiday & Training Closure Dates Program Year 26-27		<i>Pg 6</i>
STATUS OF FUNDS REPORT (To be provided)	Richard Williams	
MISSION MOMENT	Christopher Bailey	<i>Pg 7</i>
*Paychecks for Patriots Vet Fest		

ONE-STOP OPERATOR REPORT
*PY 25-26 Fourth Quarter Report

Richard Williams *Pg 8-17*

NEW BUSINESS

- **Executive Committee Appointments** Tracy Andrews *Pg 18*
- **Industry & Education Appointments** Tracy Andrews *Pg 19*
- **Committee Appointments** Tracy Andrews *Pg 20*
- **Budget** Richard Williams *Pg 21-22*
- **Regional Demand Occupation List** Debby Wood *Pg 23-28*
- **Request to Move Next Meeting to December 10** Richard Williams *Pg 29*
- **Two-Year Plan** Richard Williams *Pg 29*
- **Performance Negotiations with FloridaCommerce/CareerSource Florida**
Richard Williams *Pg 30-31*
- **Check Signatures** Richard Williams *Pg 32*

DIRECTOR'S COMMENTS

Richard Williams

BOARD MEMBER COMMENTS

Tracy Andrews

ADJOURNMENT

Tracy Andrews, Chair

MARK YOUR CALENDARS

TBD



**General Meeting
May 21, 2026, at 6:00 P.M. (CT)**

Minutes

CALL TO ORDER

A quorum was present, and Donnie Read, Chair, called the meeting to order. Tracy Andrews 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, Jonathan Fuqua, Johnny Eubanks, Donnie Read, Al Bryant, Tracy Andrews, David Bouvin, Bryan Lee, Penny Bryan

The following board members were absent:

Brandi Money, Debbie Kolmetz, Kyle Coates, Travis Ephriam, Kevin Buchanan, David Corbin, Sarah Clemmons, Kyle Peddie, Justin Stephens, Keith Sutton

Others present included:

Richard Williams, Debby Wood, Sara Johnson, Deena Johnson, Melody Wade, Tabettha Basford – CSC Staff

James Halleran, Erik Wiebke – James Moore

EMERGENCY ITEMS

Nominating Committee was added under 'New Business'

FY 24/25 AUDIT BY JAMES MOORE

James Halleran discussed the Fiscal Year 24/25 audit with the Board. **Jonathan Fuqua made the motion, Sandy Spear seconded the motion, and the vote was unanimous to approve the FY 24/25 audit by James Moore.**

CONSENT ITEM – 03/12/26 MEETING

Donnie Read asked if the Board had any questions or changes for the March 21 Board meeting minutes. Mr. Read then approved the minutes as read.

STATUS OF FUNDS REPORT

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

MISSION MOMENT

On April 1st, the first PAEC VEX contest hosted by Liberty County School District was a massive success, bringing together 122 teachers and students from 34 teams from across the panhandle. They participated in hands-on learning in coding, engineering design, and real-world work skills leading up to the contest. Materials were provided through grant assistance from Florida Commerce, CareerSource Florida, and CareerSource Chipola. Over 1,000 students were impacted by the grant materials throughout classrooms in the panhandle. Rex Lumber provided additional sponsorship at the contest.

ONE STOP OPERATOR REPORT

Donnie Read offered to the Board the third One-Stop Operator report of the 2025-2026 Program Year. The Board noted no issues and had no questions.

EXECUTIVE COMMITTEE MEETING – 04/23/26

- **DISCUSSION OF CHANGE TO REGIONAL PLANNING AREA**

Al Bryant made the motion, Janice Sumner seconded the motion, and the vote was approved by more than 2/3 vote by attendees to approve the RPA that has been requested by the Governor through CareerSource Florida to add CareerSource Capital Region to the Regional Planning Area comprised of CareerSource Escarosa, CareerSource Okaloosa-Walton, CareerSource Chipola, and CareerSource Gulf Coast.

- **REQUEST TO REPLACE COMPUTERS**

Johnny Eubanks made the motion, Tracy Andrews seconded the motion, and the vote was unanimous to approve utilizing general revenue rural funds to replace the current CSC system with a more traditional system using individual desktops and laptops. In addition to solving performance issues, the change will save the organization more than \$40,000 per year in licensing fees.

- **REQUEST TO PURCHASE MANUFACTURING WORK CELLS FOR CLASSROOMS**

After Richard Williams, Executive Director of CareerSource Chipola, declared a Conflict of Interest, Jonathan Fuqua made the motion, Al Bryant seconded the motion, and the vote was unanimous to approve CareerSource Chipola to purchase manufacturing work cells to be distributed to schools in the rural counties served by the Panhandle Area Educational Consortium to provide additional educational opportunities related to manufacturing and logistics.

- **REQUEST TO IMPLEMENT YOUTH EMPLOYMENT WITH RURAL AND TANF FUNDS**

The following Board members declared a Conflict of Interest: Tracy Andrews, Jonathan Fuqua, Travis Ephriam, and Mary McKenzie – abstaining from voting. Al Bryant made the motion, Sandy Spear seconded the motion, and the vote was unanimous to approve the implementation of a work-based employment program for rural youth utilizing both WIOA and TANF funds.

FY 23/24 FINANCIAL MONITORING

Richard Williams and Sara Johnson discussed the Fiscal Year 23/24 Financial Monitoring. There were no findings to report. The Board noted no issues and had no questions.

ON-THE-JOB TRAINING APPLICATION

An On-the-Job Training Agreement was received from Oglesby Plants International, Inc. The request is to employ Next Step at Endeavor's potential participant/s in an On-the-Job Training Agreement. Mary McKenzie is a board member; therefore, the conflict of interest process is required. The amount of the request is less than \$10,000 so FloridaCommerce approval is not required.

MICR-PURCHASING THRESHOLD

Jonathan Fuqua made the motion, Sandy Spear seconded the motion, and the vote was unanimous to increase CareerSource Chipola's micro-purchase threshold from \$10,000 to \$15,000.

DIRECTOR'S COMMENTS

Richard Williams requested that the Board complete their 2026 Conflict of Interest forms.

ADJOURNMENT

Jonathan Fuqua made the motion, Bryan Lee seconded the motion, and the vote was unanimous to adjourn the May 21, 2026, board meeting.

HOLIDAY & TRAINING CLOSURE DAYS

Program Year July 1, 2026 – June 30, 2027

Background: Career centers in Florida operate Monday – Friday to align with standard state government business hours, administrative schedules, and partner agency operations. The operating hours match Florida Department of Commerce and state reemployment assistance contact centers, which process unemployment and job placement claims during standard business days. Florida's "one-stop" career centers coordinate with partner programs like vocational rehabilitation and local colleges that follow a Monday-Friday work week. Federal and state workforce funding, data reporting, and management oversight operate on standard weekday business schedules as well.

Based on the work week schedule, mandatory Quarterly Training takes place on an advanced schedule provided to the staff for planning purposes. For PY 2026-2027, the Quarterly Training Dates are:

Friday, September 25, 2026 1:00 – 5:00 PM

Friday, December 18, 2026 1:00 – 5:00 PM

Friday, March 26, 2027 1:00 – 5:00 PM

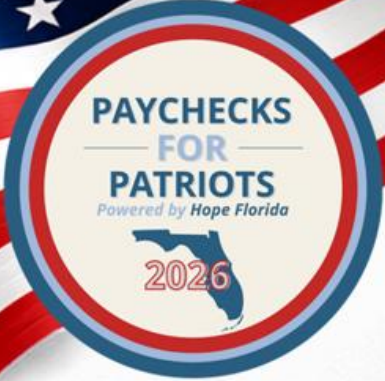
Friday, June 25, 2027 1:00 – 5:00 PM

Additional closures requiring approval from the Board will be for all state holidays and days in which the Governor closes state offices.

Action Needed:

- 1) Approval of all state holidays, days in which the Governor closes state offices, and ½ day on training days, with dates and times listed above, is required as the centers will be closed during this period of time.
-





VET FEST

AND

HIRING EVENT

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Paychecks for Patriots Vet Fest connects veterans, transitioning service members and military families with employers who value their skills and experience.

Your next mission starts here.





TUESDAY,
NOVEMBER 10, 2026
10:00 A.M. - 2:00 P.M.



4636 US-90, SUITE E
MARIANNA, FL 32446



OPEN TO:
ALL JOB SEEKERS, BUT PRIORITY
WILL BE GIVEN TO U.S.
VETERANS, ACTIVE SERVICE
MEMBERS, AND THEIR FAMILIES
FROM 10:00 - 11:00

★★ **JOBS. RESOURCES. OPPORTUNITIES.** ★★

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**CareerSource Chipola One-Stop Operator (OSO) Quarterly Review
PY 2025-2026 Fourth Quarter**

***WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) BACKGROUND
(*Located at the End of this Report)**

One-Stop Career Center: 4636 Highway 90, Marianna, Florida 32446

Date of Unannounced One Stop Center on Site Review: June 2, 2026

Conducted by Linda Sumblin, CareerSource Chipola contracted One-Stop Operator Consultant

The One-Stop Operator (OSO) conducted an unannounced onsite review at CareerSource Chipola One-Stop Marianna Center on June 2, 2026, to assess service delivery across programs as required by WIOA.

CareerSource Chipola Staff Met by One-Stop Operator on June 2, 2026:

- Debbie Wood, Director of Programs and One Stop Centers
- Tabetha Basford, Administrative Specialist

Note: Richard Williams, Executive Director, was unavailable due to his attendance at the State Board meeting.

As identified by the US Department of Labor and Florida Department of Labor, the One-Stop areas of the OSO review include:

- Flow of Services; Hours of Operation
- Basic Services Available/Program Delivery
- Partner Memorandum of Understandings
- Effectiveness
- OSO General Comments

CareerSource Chipola – One-Stop Operator PY 2025-2026 4th Quarter Review

Summary of Review

Flow of Services

CSC is a partner of the US Department of Labor American Job Centers and CareerSource Florida established under the Workforce Investment Act and reauthorized in the Workforce Innovation and Opportunities Act of 2014, which is designed to provide a full range of assistance to job seekers under one roof. CSC broadly identifies as member of the American Job Center Network as required. CSC offers training referrals, career counseling, job listings, and similar employment-related services to job seekers and the business community as outlined in detail below.

The CareerSource Center delivery of services hours extended to the public are clearly noted at the main entrance and can be found via the CareerSource Chipola website. In addition to the CSC services offered onsite, the services can be accessed via the website 7 days/24 hours at careersourcechipola.com. Holiday Closure (*including "Closed on State Holidays"*) is posted via CareerSource Chipola website, multi social media avenues, entrance of facility, and visually displayed in One Stop Center.

The CSC One-Stop Center staff assisting customers with program information/delivery are knowledgeable of local, state, and federal CSC services. Each of the CSC staff observed by the OSO were extremely professional and considerate with co-workers and customers.

As the universal customer enters the One-Stop Center (with customer entrance limitations), customers are directed to the Atlas registration/sign-in system. The OSO noted that CSC staff have the expertise to design, administer and deliver all workforce development activities and have demonstrated the ability to adapt and conform to changes in policy, practices, and priorities to meet local community and the universal customer-based needs. The One-Stop Center continues to utilize the ATLAS electronic filing system that provides access to case files and customer activity information through the internet. The electronic system allows staff to engage customers and provide services. Both virtual and center-based service delivery for job seekers, workers, and employers support the talent needs of the regional economy. In addition, the Atlas system allows the CSC to track customer services as well as "waiting time for CSC services" for monitoring of delivery of services.

In addition to the onsite workshops, virtual workshops are also extended to registered users by logging in with assigned kiosk login. All workshops are open to the public and are offered free of charge. The following workshops are available online:

- | | | |
|------------------------------|-----------------------------|------------------------------|
| • Setting Goals | • Dress with Confidence | • Improving Your Memory |
| • Stress & Time Management | • Resume Skills | • Financial Planning |
| • Employ Florida Marketplace | • Interview with Enthusiasm | • Employ Florida Marketplace |

During the 2025-2026 OSO 4th Quarter onsite review, it was noted that the Center service delivery system for CSC customers was well thought out and established to meet the goals of the customers. The staff provided excellent and informative customer service.

Flow of Services Comments:

No suggestions/concerns noted.

CareerSource Chipola Marianna One-Stop Center – Hours of Operation

CSC Hours of Operation notices are posted via the Career Source Chipola website, social media platforms, and multi locations at the Center:

Hours of Operation: Monday – Friday 8:00 AM – 5:00 PM -Closed on State Holidays

In addition to the CSC services offered onsite, the services can be accessed via website for 7 days/24 hours at careersourcechipola.com.

Information/Guidance found via CSC website: Job Search; Event; Training and Education; Recruiting and Employee Training and Development. Also posted on the CareerSource Chipola website and Center, “Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers listed on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711”.

Hours of Operation Comments:

No suggestions/concerns noted.

Basic Services Available/Program Delivery

CSC Marianna One-Stop Career Center offers a wide range of *job seeker and employer* services including job postings, local and statewide Labor Market Information (LMI), and skill-based job matching available online at Employ Florida Marketplace (EFM) - www.employflorida.com. As noted in the WIOA Legislative Required Partners matrix below, CareerSource Chipola has established program service delivery methods for requirement WIOA partners. The CSC program systems and partner relationships are well developed and internally reviewed ongoing for enhancement and growth. CSC is to be acknowledged for their positive partnerships and performance outcomes.

Additional (*but not limited to*) resources/referrals CSC extends (*as noted in the CSC Center and CSC website*):

- Chipola College
- Florida Panhandle Technical College
- Opportunity Florida
- Vocational Rehabilitation
- Tobacco Free Florida

Program Delivery Comments:

No suggestions/concerns noted.

Memorandum of Understandings (MOU)

As noted in prior OSO reports, the Basic elements/description of services as outlined in legislation of the MOU is included with the CSC MOUs:

- *Method/s for referring individuals.*
- *Duration/Procedures of MOU*
- *Resolution of MOU Disputes*
- *Cost Sharing*

A matrix (identifying entity delivery services; MOU execution date; and method of delivery of services) of the required WIOA MOU's is noted below. Tabettha Basford, Administrative Specialist, shared that Mr. Williams is actively reviewing all executed MOUs. for the updates.

Memorandum of Understandings (MOU) Comments

No suggestions/concerned noted.

Effectiveness

One of the outlined elements in WIOA legislation for OSO to review the Center "Effectiveness" as defined below.

The CSC OSO based the Effectiveness ranking of the program/delivery of Center services on a Scale of 1-10 with ten being top performance). Three areas of Effectiveness ranked as defined in the WIOA legislation:

- 1) Provider job seekers with skills and credentials necessary to secure and advance in employment with wages that sustain themselves and their families.*
- 2) Provide access and opportunities to job seekers, including individuals with barriers to employment.*
- 3) Enable business and employers to easily identify and hire skills workers*

CareerSource Chipola One Stop Operator Effectiveness Comments

As a result of the 2025-2026 4th Quarter One-Stop Operator review as outlined, the One-Stop Operator ranked the current Effectiveness for the CareerSource Chipola at 9.5 out of a ranking of 10.0.

General Comments

DEO Guidance Issued to current date.

The following Department of Economic Opportunity (DEO) Communiques, Administrative policies, or Memorandums posted following the start of the 4th Quarter, PY 2025-2026. It is noted that all DEO Policies/Communiques/Memoranda's are being reviewed/implemented by the CSC leadership team as applicable.

- Administrative Policies – None Noted on the DEO website
- Communiques - None Noted of the DEO website
- Memoranda – General Information – None Noted on DEO website

CareerSource Chipola Region Board and Committee Meetings

The One-Stop reviewed the CareerSource Chipola Board and Committee meetings posted online and found no issues.

Overview of the CareerSource Chipola Region Not Seasonally Adjusted June 19, 2026, •

The unemployment rate in the CareerSource Chipola region (Calhoun, Holmes, Jackson, Liberty, and Washington counties) was 5.1 percent in May 2026. This rate was 1.2 percentage points greater than the region's year ago rate of 3.9 percent. The region's May 2026 unemployment rate was 0.7 percentage points above the state rate of 4.4 percent. The labor force was 42,564, up 231 (+0.5 percent) over the year. There were 2,160 unemployed residents in the region. • Holmes County had the lowest unemployment rate (4.8 percent) in the CareerSource Chipola

***WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) BACKGROUND**

Under the Workforce Innovation and Opportunity Act (WIOA), the vision for one-stop career centers is characterized by providing excellent customer service to job seekers and employers, customer-centered service delivery, and continuous improvement. As defined by Florida guidance, identified One-Stop Centers should strive to ensure quality services are being delivered in the most efficient and effective ways possible, through full integration and coordination of one-stop career center partners and resources to support seamless service delivery.

Workforce Innovation and Opportunity Act (WIOA)	The goals and format of the One-Stop-Operator are set out in Workforce Innovation and Opportunity Act (WIOA) Section 121 subsection (e) according to PUBLIC LAW 113–128—JULY 22, 2014 (WIOA) Sec. 121(d)(2)(A), Federal Regulation 29 U.S.C. §§ 3151 (d) One-Stop operators.
One-Stop Operator Role and Responsibilities	As outlined and agreed by both parties (CSC and OSO) the 2025-2026 executed OSO contract for delivery of outlined One-Stop Operator Services for the period PY 2025-2026. The renewed OSO was based on performance, business needs, and the availability of funds. As outlined by legislation, the Local Board defines the role and responsibilities of One-Stop career center operators in its local area. The Local Board may vary roles and responsibilities for career centers within its local area. As defined by CareerSource Chipola and agreed by OSO Contractor for this review as: Conduct program year 2025-2026 quarterly unannounced visits to the Marianna Career Center. Within thirty (30) days of the visit provide a report indicating if the Marianna Career Center is effectively delivering services across program lines and with other organizations as required by WIOA. If it is determined the Center is not effectively providing services, the report must include recommended actions to be undertaken at the Center to correct any issues. Additionally, as part of the required report, the Contractor may include comments on best practices or suggestions for improvement.
CareerSource Chipola Background	The Chipola Regional Workforce Development Board, Inc., dba CareerSource Chipola is the administrative entity/grant recipient for the region (<i>serving Calhoun, Holmes, Jackson, Washington, and Liberty Counties</i>). The Chipola Regional Workforce Development Board, Inc., dba CareerSource Chipola has operated as the fiscal agent and administrative entity since 1996 as approved in the approved Interlocal Agreement. The CareerSource Chipola One-Stop and satellite locations are located to population centers, governmental buildings and

	shopping centers, making them convenient locations for most customers. Centers are connected by a wide area network that spans the three locations providing e-mail, Internet access, state systems access, case management, and data/print sharing. The ATLAS electronic filing system provides access to case file and customer activity information through the internet. This electronic system allows staff(s) at any location to engage customers and provide services. Both virtual and center-based service delivery for job seekers, workers, and employers support the talent needs of the regional economy.
Contracted CareerSource Chipola One-Stop Operator Linda Sumblin, Contractor	<i>Credentials:</i> Linda Sumblin was formerly employed with the CareerSource Okaloosa Walton since Board inception in 1996. She was named Executive Director in October 2011. Prior to being named the Executive Director, Linda served in many areas for the Board including the Chief Operating Officer/Assistant Director. Linda's career in workforce development began in January 1989 when she joined the Private Industry Council, the predecessor governing board for job training. Linda Sumblin has declared no conflict of interest with any entities of CareerSource Chipola (Board, staff, or partners) and that firewalls have been established to ensure conflict of interest policies and procedures are adhered. It is understood and agreed that the One-Stop Operator cannot assist in the development, preparation, and submission of local plans; and that they cannot manage or assist in the competitive process for selecting operators or select or terminate One-Stop Operator, Career Services and Youth Providers.

CareerSource Chipola Memorandum of Understandings

NOTE: NO Changes in the MOU's during the One-Stop onsite review. *Denotes WIOA Legislative Required Partners

Program	Agency Delivering Services	MOU Date Executed (or latest Addendum)	On Site Delivery of Services/ Delivery of Referral Services
*Title I – Adult	CareerSource Chipola	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title I – Dislocated Worker	CareerSource Chipola	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title I – Youth	CareerSource Chipola	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title II – Adult Education and Literacy Act	Calhoun School Board Holmes School Board Jackson School Board Liberty School Board Washington School Board Florida Panhandle Technical Center (Washington-Holmes Technical Center)	Calhoun School Board- 8/14/2017 Holmes School Board – 9/14/2016 Jackson School Board – 3/15/2016 Liberty School Board – 6/07/2016 Washington School Board – 8/14/2017 Florida Panhandle Technical Center August 14, 2017	Electronic/ Direct Referral
*Title III - Wagner Peyser Employment Services	CareerSource Chipola/Department of Economic Opportunity (Jointly Managed)	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title IV – Vocational Rehabilitation	Vocational Rehabilitation Division of Blind Services	February 2, 2017 December 16, 2016	Electronic Referral
*Title V – Older American Act (SCSEP)	National Caucus and Center on Black Aged, Inc. (SEP)	May 15, 2016 Cost Sharing with In-Kind Staffing Support	On Site
*Veterans Employment and Training Services Under Chapter 41 of Title 38, U.S.C.	CareerSource Chipola/Department of Economic Opportunity (Jointly Managed)	Cooperative Agreement with Department of Economic Opportunity	On Site
*Trade Adjustment Assistance Act (TAA) NAFTA Assistance Activities	CareerSource Chipola	Master Agreement with Department of Economic Opportunity	On Site
*Unemployment Insurance (Note: CareerSource Chipola extends "re-employment assistance")	Department of Economic Opportunity (No DEO staff onsite to extend UI assistance)	Master Agreement with Department of Economic Opportunity	Electronic/ Telephone Referral
*Temporary Assistance For Needy Families (TANF)	CareerSource Chipola Healthy Families North Florida	- Cooperative Agreement with Department of Economic Opportunity (Funded by DCF) - Department of Children and Family Services – November 9, 2016 - Healthy Families North Florida – April 11, 2017 (Cost Sharing Cooperative)	On Site Referral

Post Secondary Vocational Education under Carol Perkins Career and Technical Education (CTE)	Chipola College Florida Panhandle Technical Center (Washington-Holmes Technical Center) Calhoun School Board Holmes School Board Jackson School Board Liberty School Board Washington School Board	Chipola College – 10/13/2016 Updated 1/2021 Florida Panhandle Technical Center*– 8/14/2017 Calhoun School Board- 8/14/2017 Holmes School Board* – 9/14/2016 Jackson School Board – 3/15/2016 Liberty School Board – 6/07/2016 Washington School Board*– 8/14/2017 <i>*Multi-MOU's for varying programs identified</i>	Electronic/ Direct Referral
*Job Corps	Department of Economic Opportunity	Cooperative Agreement with Department of Economic Opportunity	Electronic/ Direct Referral
*Community Services Block Grant (CSBG)	Tri-County Community Council Capital Area Community Action Agency	Tri-County - May 17, 2016 Capital Area Community Action Agenda - May 17, 2017	Electronic Referral
*HUD Employment Programs (U.S. Department of Housing and Urban Development)	Tri-County Community Council	May 17, 2016	Electronic/ Telephone Referral
*Migrant and *Seasonal Farm Worker	Department of Economic Opportunity	Cooperative Agreement with Department of Economic Opportunity	Electronic Referral
*Native American Program (<i>Tribes, Tribal Organization, Native Hawaiians</i>)	Department of Economic Opportunity (No known sector population identified in Area)	Cooperative Agreement with Department of Economic Opportunity	Electronic Referral

It is the opinion of the Chipola CareerSource contracted One-Stop Operator based on legislative review that the Chipola CareerSource Board and staff are acknowledge and have and/or implementing the goals and format of the One-Stop-Operator requirements as set forth in the Workforce Innovation and Opportunity Act (WIOA) Section 121 subsection (e) according to PUBLIC LAW 113–128—JULY 22, 2014 (WIOA) Sec. 121(d)(2)(A), Federal Regulation 29 U.S.C. §§ 3151 (d) One-Stop operators.

Linda Sumblin

Linda Sumblin, One-Stop Operator

June 19, 2026__

Date

EXECUTIVE COMMITTEE APPOINTMENTS:

CareerSource Chipola by-laws establish the Executive Meeting and direct the chair to appoint members with the consent of the majority of the Board of Directors. By-laws require the Chair, Vice-Chair, and Immediate Past Chair, if still a member of the Board of Directors, to be included as Executive Committee members. The remaining members are to be appointed based on county representation.

The chair requests consent of the Board of Directors to appoint the following members to the Executive Committee:

- **Chair:** Tracy Andrews
- **Vice-Chair:** Al Bryant
- **Calhoun:** Janice Sumner
- **Holmes:** Sandy Spear
- **Jackson:** Jonathan Fuqua
- **Liberty:** Donnie Read (Immediate Past Chair)
- **Washington:** Bryan Lee

INDUSTRY & EDUCATION COMMITTEE APPOINTMENTS:

Florida Statute 445.007 (15) requires each local workforce development board to create an Education and Industry Consortium comprised of representatives of educational entities and businesses in the designated service delivery area. The current members have completed their two-year terms. To be in full compliance with the law the current appointments would be for a term ending December 31, 2027. Members of the Industry and Education Consortium are to be appointed by the Chair and may not be members of the local workforce board. CareerSource Chipola by-laws require committees appointed by the Chair to be approved by the Board of Directors.

The chair requests consent of the Board of Directors to appoint the following members to the Industry and Education Consortium:

- **Brenda Collins** representing Florida Panhandle Technical College
- **Brent Shelton** representing Chipola College
- **Chris Franklin** representing Jackson County School District (Adult Ed/CTE)
- **Chris Jernigan** representing Arnold Lumber Company
- **Ginny Griner** representing Calhoun-Liberty Hospital
- **Terry Ellis** representing West Point Home
- **Tom Myers** representing Rex Lumber Company

COMMITTEE APPOINTMENTS:

Members are needed for the:

- Finance Committee
- Program Committee
- Youth Committee

The Chair is requesting approval from the board to allow members to sign up for the committee of their choice. The Chair is also requesting the Secretary/Treasurer be named as the chair of the Finance Committee and that the remaining committees be allowed to elect their own chair at their first meeting.

2026-27 DRAFT BUDGET

Funding Source/Income	Income Amount	Carryover Amount	Total
Opportunity Florida Contract	\$ 220,000	\$ -	\$ 220,000
Other Grants	\$ -	\$ -	\$ -
Reemployment Assistance	\$ -	\$ -	\$ -
Reemployment Eligibility and Assessment	\$ 15,675	\$ 11,133	\$ 26,808
SNAP	\$ 49,289	\$ 30,250	\$ 79,539
Temporary Assistance to Needy Families	\$ 289,880	\$ 103,993	\$ 393,873
Unrestricted Funds not otherwise catagorized	\$ 5,000	\$ -	\$ 5,000
Veteran's Services - Unified	\$ 2,315	\$ 7,641	\$ 9,956
Wagner Peyser	\$ 17,620	\$ -	\$ 17,620
Wagner Peyser Navigators	\$ 140,000	\$ -	\$ 140,000
WIOA Adult	\$ 360,391	\$ 104,574	\$ 464,965
WIOA Dislocated Worker	\$ 67,281	\$ 99,476	\$ 166,757
WIOA Dislocated Worker Supplemental	\$ 8,802	\$ -	\$ 8,802
WIOA Rural Initiatives	\$ 312,500	\$ -	\$ 312,500
WIOA State Level - Rapid Response	\$ 60,000	\$ -	\$ 60,000
WIOA Apprenticeship	\$ 40,000	\$ -	\$ 40,000
WIOA Youth	\$ 284,267	\$ 177,490	\$ 461,757
Totals	\$ 1,873,020	\$ 534,557	\$ 2,407,577

Note: Income amounts reflect either amounts awarded through a Notice of Funds Alert (NFA) or our best estimate of funds to be received. Non-WIOA Carryover funds expire September 30, 2026.

Expense Category	Draft 2026-27	Planned 2025-2026	Actual 2025-26
Accounting/Finance Consulting	\$ 33,500	\$ 33,500	\$33,500.00
Data Lines and Telephone	\$ 71,000	\$ 71,000	\$65,266.15
Equipment & Facility Maintenance	\$ 5,000	\$ 5,000	\$1,879.22
Equipment/Furniture	\$ 5,000	\$ 5,000	\$0.00
Garbage Disposal/Janitorial Supplies	\$ 5,500	\$ 5,500	\$3,883.19
Insurance	\$ 26,000	\$ 26,000	\$25,477.16
Legal/Corporate Fees	\$ 500	\$ 500	\$0.00
License/Software	\$ 105,000	\$ 105,000	\$107,700.75
Marketing/Outreach	\$ 3,000	\$ 3,000	\$0.00
Memberships and Dues	\$ 6,500	\$ 6,500	\$4,224.00
Organizational Advertising	\$ 250	\$ 250	\$0.00
Other	\$ 11,000	\$ 11,000	\$6,235.82
Other Contractual Services	\$ 32,500	\$ 32,500	\$32,540.61
Pest Control	\$ 1,500	\$ 1,500	\$900.00
Postage	\$ 3,250	\$ 3,250	\$1,340.00
Professional Employment Agency Fee	\$ 15,000	\$ 17,000	\$11,535.19
Rent	\$ 129,000	\$ 129,000	\$129,000.00
Salary/Fringes - CareerSource Chipola staff	\$ 1,252,000	\$ 1,200,000	\$1,091,190.17
Rural Services with General Revenue	\$ -	\$ -	\$702,870.80
Security Systems	\$ 4,000	\$ 4,000	\$3,110.92
Storage Rooms	\$ 3,200	\$ 3,200	\$3,231.00
Supplies	\$ 20,000	\$ 20,000	\$14,624.62
Teen Preg. Prevention Program (WTP funding)	\$ -	\$ -	\$0.00
Training Materials	\$ 1,000	\$ 1,000	\$0.00
Travel/Training - CareerSource Chipola Board	\$ 7,500	\$ 7,500	\$743.50
Travel/Training - CareerSource Chipola Staff	\$ 22,500	\$ 22,500	\$8,410.46
Utilities	\$ 32,000	\$ 30,000	\$30,182.58
Welfare Transition Program	\$ 40,000	\$ 40,000	\$4,557.00
WIOA Adult Program/Dislocated Worker	\$ 123,000	\$ 123,000	\$29,527.71
WIOA Youth Career Exploration		\$ 7,500	\$35,651.06
WIOA Hope FL	\$ 30,000	\$ 30,000	\$2,065.95
WIOA Youth Program	\$ 75,000	\$ 75,000	\$5,047.08
WIOA Rural Initiatives	\$ 4,000		\$3,048.63
Sub Total:	\$ 2,067,700	\$ 2,019,200	\$2,357,743.57
Planned Carryover Funds	\$ 339,877	\$ 566,681	\$ 534,557
Total:	\$ 2,407,577	\$ 2,585,881	

Note: WIOA/Dislocated Worker includes funds from both programs as as money may be transferred between programs. The budget includes a planned \$1.00 per hour raise for all staff employed as of July 1 based upon performance evaluations, for the the 2026-2027 program year. "Other Contractual Services" reflects agreement with CareerSource Gulf Coast for Shared WIOA coordinator.

CAREERSOURCE CHIPOLA PROGRAM YEAR (PY) 2026-2027 **REGIONAL DEMAND OCCUPATIONS LIST**

BOARD ACTION REQUIRED

Background:

The Workforce Innovation and Opportunity Act (WIOA) requires the Governor, through CareerSource Florida, to establish criteria, information requirements, and procedures regarding the eligibility of providers of training services to receive funds under WIOA for the provision of training services in local workforce areas of the State. In the past, the local areas had an option to add occupations to the list that were in demand; however, that has changed. Moving forward, CareerSource Chipola is required to use only the Regional Demand Occupations List as provided by FloridaCommerce Bureau of Labor Market Statistics. This list is used to identify occupations for which eligible adults, dislocated workers, and youth can receive training funds and gain access to employment opportunities.

Action Required by Board: Approve the 2026-2027 Regional Demand Occupations List for staff to use.

2026-2027 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 3 - Calhoun, Holmes, Jackson, Liberty, and Washington counties

Selection Criteria:

- LMEC Educational Requirements: 3 (Some College, No Degree), 4 (Postsecondary Non-Degree Award), 5 (Associate Degree), or 6 (Bachelor's Degree)
- 30 annual openings and positive growth
- Mean Wage of \$18.23/hour and Entry Wage of \$14.82/hour
- High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$28.55/hour and Entry Wage of \$18.23/hour

SOC Code*	HSHW**	Occupation Title*	Regional					Statewide					LMEC	In	Target Industry?	Qualifying Level***
			Annual % Growth	Annual Openings	2025 Hourly Wage		Annual % Growth	Annual Openings	2025 Hourly Wage							
					Mean	Entry			Mean	Entry						
132011	HSHW	Accountants and Auditors	0.32	15	37.35	23.62	1.61	9,421	42.41	26.49	6	Yes	S			
152011	HSHW	Actuaries	N/A	N/A	N/A	N/A	3.48	158	65.84	40.88	6	Yes	E			
113012	HSHW	Administrative Services Managers	0.46	5	35.17	21.99	1.27	1,560	53.37	28.42	6	Yes	S			
413011	HSHW	Advertising Sales Agents	N/A	N/A	N/A	N/A	0.03	584	33.44	18.61	3	Yes	E			
112011	HSHW	Advertising and Promotions Managers	N/A	N/A	N/A	N/A	0.91	152	N/A	N/A	6	Yes	E			
172021	HSHW	Aerospace Engineering and Operations Technologists and Technicians	N/A	N/A	N/A	N/A	1.68	180	39.99	29.10	5	Yes	E			
172011	HSHW	Aerospace Engineers	N/A	N/A	N/A	N/A	1.46	247	63.01	44.60	6	Yes	E			
493011	HSHW	Aircraft Mechanics and Service Technicians	N/A	N/A	N/A	N/A	1.56	1,400	38.40	23.81	5	Yes	S			
512011	HSHW	Aircraft Structure, Surfaces, Rigging, and Systems Assemblers	N/A	N/A	N/A	N/A	-0.99	134	32.84	23.45	4	Yes	E			
532022	HSHW	Airfield Operations Specialists	N/A	N/A	N/A	N/A	1.48	410	27.97	19.45	3	Yes	E			
532011	HSHW	Airline Pilots, Copilots, and Flight Engineers	N/A	N/A	N/A	N/A	1.78	892	122.32	64.73	6	Yes	S			
171011	HSHW	Architects, Except Landscape and Naval	N/A	N/A	N/A	N/A	1.57	496	48.16	31.74	6	Yes	N			
173011	HSHW	Architectural and Civil Drafters	1.54	5	28.51	20.65	1.57	901	31.52	21.30	5	Yes	S			
119041	HSHW	Architectural and Engineering Managers	0.00	1	76.33	58.29	1.34	628	85.58	60.02	6	Yes	S			
271011	HSHW	Art Directors	N/A	N/A	N/A	N/A	1.29	804	50.58	30.58	6	Yes	S			
274011	HSHW	Audio and Video Technicians	N/A	N/A	N/A	N/A	1.05	629	28.79	19.57	5	Yes	N			
493023	HSHW	Automotive Service Technicians and Mechanics	0.87	20	23.00	16.28	1.14	5,193	25.84	16.52	4	Yes	S			
492091	HSHW	Avionics Technicians	N/A	N/A	N/A	N/A	1.63	212	42.04	27.97	5	Yes	E			
172031	HSHW	Bioengineers and Biomedical Engineers	N/A	N/A	N/A	N/A	0.98	45	52.76	33.14	6	Yes	E			
194021	HSHW	Biological Technicians	N/A	N/A	N/A	N/A	1.41	396	25.20	17.69	6	Yes	N			
433031	HSHW	Bookkeeping, Accounting, and Auditing Clerks	-0.36	38	24.04	16.90	0.35	14,245	25.28	18.53	3	Yes	S			
434011	HSHW	Brokerage Clerks	N/A	N/A	N/A	N/A	-0.26	284	32.79	25.71	3	Yes	E			
493031	HSHW	Bus and Truck Mechanics and Diesel Engine Specialists	-1.08	4	27.62	20.74	0.95	1,284	30.17	22.21	4	Yes	S			
131199	HSHW	Business Operations Specialists, All Other	-0.12	17	38.62	19.79	1.28	7,397	43.76	23.48	6	Yes	S			
131020	HSHW	Buyers and Purchasing Agents	0.22	5	33.94	20.62	1.49	3,583	37.52	23.45	6	Yes	S			
292031	HSHW	Cardiovascular Technologists and Technicians	N/A	N/A	N/A	N/A	0.89	415	34.55	18.89	5	Yes	E			
252032	HSHW	Career/Technical Education Teachers, Secondary School	-0.48	4	29.23	21.94	0.77	770	31.13	24.64	6	No	E			
472031	HSHW	Carpenters	1.25	19	28.24	20.79	1.49	5,497	25.27	18.99	4	Yes	S			
351011	HSHW	Chefs and Head Cooks	N/A	N/A	N/A	N/A	1.62	2,548	29.67	17.93	5	Yes	S			
518091	HSHW	Chemical Plant and Systems Operators	N/A	N/A	N/A	N/A	-0.44	21	52.45	32.46	5	Yes	E			
194031	HSHW	Chemical Technicians	N/A	N/A	N/A	N/A	1.24	262	27.09	19.59	5	Yes	E			
192031	HSHW	Chemists	N/A	N/A	N/A	N/A	1.50	149	44.04	25.81	6	Yes	E			
111011	HSHW	Chief Executives	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6	Yes	N			
211021	HSHW	Child, Family, and School Social Workers	0.35	16	23.28	17.18	0.95	1,604	27.87	20.48	6	Yes	S			
173022	HSHW	Civil Engineering Technologists and Technicians	0.72	2	24.41	18.29	1.05	284	32.29	21.74	5	Yes	E			
172051	HSHW	Civil Engineers	1.47	8	51.22	32.03	1.55	1,868	49.91	31.34	6	Yes	S			

131031	HSW	Claims Adjusters, Examiners, and Investigators	-0.92	0	N/A	N/A	0.72	2,205	36.91	24.41	3	Yes	S
292010	HSW	Clinical Laboratory Technologists and Technicians	0.50	4	33.44	21.46	0.93	2,009	30.80	18.85	5	Yes	S
532012	HSW	Commercial Pilots	N/A	N/A	N/A	N/A	1.32	854	69.87	36.26	4	Yes	S
211094	HSW	Community Health Workers	N/A	N/A	N/A	N/A	1.80	238	23.00	16.52	6	Yes	N
211099	HSW	Community and Social Service Specialists, All Other	N/A	N/A	N/A	N/A	1.12	640	25.83	18.27	6	Yes	N
113111	HSW	Compensation and Benefits Managers	N/A	N/A	N/A	N/A	1.03	126	65.76	41.94	6	Yes	E
131141	HSW	Compensation, Benefits, and Job Analysis Specialists	N/A	N/A	N/A	N/A	1.42	610	34.74	22.22	6	Yes	S
131041	HSW	Compliance Officers	0.00	3	28.71	20.24	1.02	2,929	38.98	22.77	6	Yes	S
172061	HSW	Computer Hardware Engineers	N/A	N/A	N/A	N/A	1.78	222	66.25	42.24	6	Yes	E
151241	HSW	Computer Network Architects	N/A	N/A	N/A	N/A	2.31	868	66.01	44.28	6	Yes	E
151231	HSW	Computer Network Support Specialists	N/A	N/A	N/A	N/A	1.04	808	38.14	24.53	5	Yes	S
519161	HSW	Computer Numerically Controlled Tool Operators	N/A	N/A	N/A	N/A	-0.14	402	22.86	17.83	4	Yes	E
519162	HSW	Computer Numerically Controlled Tool Programmers	N/A	N/A	N/A	N/A	2.17	96	31.43	21.62	5	Yes	E
151299	HSW	Computer Occupations, All Other	1.01	0	N/A	N/A	1.91	1,557	53.08	29.17	6	Yes	S
151251	HSW	Computer Programmers	N/A	N/A	N/A	N/A	0.33	287	46.81	28.17	6	Yes	E
151211	HSW	Computer Systems Analysts	1.43	4	40.03	24.56	1.90	2,890	51.26	33.26	6	Yes	S
151232	HSW	Computer User Support Specialists	-0.38	4	28.67	19.52	0.72	3,508	30.26	20.24	4	Yes	S
113021	HSW	Computer and Information Systems Managers	1.40	1	67.94	40.01	2.44	3,169	84.20	54.11	6	Yes	S
119021	HSW	Construction Managers	1.29	15	53.39	27.29	1.76	4,371	61.64	35.77	6	Yes	S
474011	HSW	Construction and Building Inspectors	0.64	4	30.21	21.71	0.78	1,416	34.30	22.82	4	Yes	S
131051	HSW	Cost Estimators	0.34	3	39.15	23.21	0.57	1,344	39.00	23.50	6	Yes	S
434031	HSW	Court, Municipal, and License Clerks	0.66	12	22.64	16.45	0.79	1,175	23.86	18.40	3	Yes	N
271012	HSW	Craft Artists	N/A	N/A	N/A	N/A	0.28	227	43.12	27.75	6	Yes	E
132041	HSW	Credit Analysts	N/A	N/A	N/A	N/A	4.06	1,068	57.26	35.07	6	Yes	S
152051	HSW	Data Scientists	N/A	N/A	N/A	N/A	1.92	150	68.40	45.11	6	Yes	E
151243	HSW	Database Architects	N/A	N/A	N/A	N/A	1.92	N/A	N/A	N/A	4	Yes	S
319091	HSW	Dental Assistants	1.33	11	23.35	20.15	1.51	3,552	23.32	19.50	4	Yes	S
291292	HSW	Dental Hygienists	1.38	4	40.55	33.45	1.57	1,121	42.46	35.89	5	Yes	S
519081	HSW	Dental Laboratory Technicians	N/A	N/A	N/A	N/A	-0.17	241	28.61	19.81	4	Yes	E
292032	HSW	Diagnostic Medical Sonographers	N/A	N/A	N/A	N/A	2.01	519	41.34	34.05	5	Yes	S
291031	HSW	Dietitians and Nutritionists	0.00	0	34.52	24.86	1.14	435	35.23	26.08	6	Yes	E
172071	HSW	Electrical Engineers	N/A	N/A	N/A	N/A	1.39	528	53.57	34.87	6	Yes	S
499051	HSW	Electrical Power-Line Installers and Repairers	1.43	5	39.52	28.45	0.72	645	40.82	27.62	4	Yes	N
173012	HSW	Electrical and Electronics Drafters	N/A	N/A	N/A	N/A	0.50	77	34.09	23.44	5	Yes	E
472111	HSW	Electricians	1.91	12	26.17	19.62	1.85	5,975	27.72	20.63	4	Yes	S
173024	HSW	Electro-Mechanical and Mechatronics Technologists and Technicians	N/A	N/A	N/A	N/A	1.28	77	35.47	26.68	5	Yes	E
172072	HSW	Electronics Engineers, Except Computer	N/A	N/A	N/A	N/A	1.62	373	59.18	41.63	6	Yes	E
252021	HSW	Elementary School Teachers, Except Special Education	-0.45	51	32.40	22.60	0.75	6,005	28.62	23.37	6	No	S
292042	HSW	Emergency Medical Technicians	N/A	N/A	N/A	N/A	1.39	632	21.22	16.89	4	Yes	S
173029	HSW	Engineering Technologists and Technicians, Except Drafters, All Other	0.00	2	26.18	22.19	1.12	250	35.42	23.47	5	Yes	E
172199	HSW	Engineers, All Other	-0.66	9	36.50	28.52	0.77	634	53.09	31.36	6	Yes	E
173025	HSW	Environmental Engineering Technologists and Technicians	N/A	N/A	N/A	N/A	1.51	53	25.51	18.40	5	Yes	E
172061	HSW	Environmental Engineers	N/A	N/A	N/A	N/A	1.82	138	53.62	31.53	6	Yes	E
194042	HSW	Environmental Science and Protection Technicians, Including Health	N/A	N/A	N/A	N/A	1.35	264	25.78	19.52	5	Yes	E
152041	HSW	Environmental Scientists and Specialists, Including Health	0.61	1	30.94	20.59	0.91	619	33.57	22.19	3	Yes	N
436011	HSW	Executive Secretaries and Executive Administrative Assistants	N/A	N/A	N/A	N/A	0.68	2,351	33.21	22.19	3	Yes	S
113013	HSW	Facilities Managers	N/A	N/A	N/A	N/A	1.13	737	49.94	28.69	6	Yes	N
119013	HSW	Farmers, Ranchers, and Other Agricultural Managers	N/A	N/A	N/A	N/A	-0.18	4,939	53.80	29.25	6	Yes	E
433099	HSW	Financial Clerks, All Other	N/A	N/A	N/A	N/A	0.97	276	27.35	20.18	3	Yes	E
132061	HSW	Financial Examiners	N/A	N/A	N/A	N/A	2.83	454	40.16	25.46	6	Yes	E
113031	HSW	Financial Managers	0.58	6	63.05	31.25	2.28	4,861	81.72	43.64	6	Yes	S
132054	HSW	Financial Risk Specialists	N/A	N/A	N/A	N/A	1.50	397	53.61	31.08	6	Yes	E
132099	HSW	Financial Specialists, All Other	N/A	N/A	N/A	N/A	1.13	646	36.04	22.67	6	Yes	N

132051	HSW	Financial and Investment Analysts	1.20	1	45.04	21.28	1.40	1,837	49.85	30.53	6	Yes	S
332011	HSW	Freighters	N/A	N/A	N/A	N/A	0.81	1,990	29.51	19.62	4	Yes	S
471011	HSW	First-Line Supervisors of Construction Trades and Extraction Workers	1.13	31	36.88	23.84	1.50	7,746	38.08	25.90	3	Yes	R
391014	HSW	First-Line Supervisors of Entertainment and Recreation Workers, Except Gambling Services	N/A	N/A	N/A	N/A	1.36	785	28.78	18.31	3	Yes	S
371012	HSW	First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers	N/A	N/A	N/A	N/A	1.05	2,531	27.34	19.32	3	Yes	S
491011	HSW	First-Line Supervisors of Mechanics, Insulators, and Repairers	N/A	N/A	N/A	N/A	1.11	3,975	37.84	24.97	3	Yes	S
411012	HSW	First-Line Supervisors of Non-Retail Sales Workers	0.00	3	42.42	32.30	0.76	2,014	43.89	26.12	3	Yes	S
431011	HSW	First-Line Supervisors of Office and Administrative Support Workers	N/A	N/A	N/A	N/A	0.87	11,128	33.84	22.62	3	Yes	S
391022	HSW	First-Line Supervisors of Personal Service Workers	N/A	N/A	N/A	N/A	1.46	818	24.68	17.02	3	Yes	S
511011	HSW	First-Line Supervisors of Production and Operating Workers	0.00	10	34.30	20.18	1.07	3,200	34.27	22.35	3	Yes	S
411011	HSW	First-Line Supervisors of Retail Sales Workers	0.11	42	22.33	15.98	0.47	10,122	25.35	17.12	3	Yes	R
531047	HSW	First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Super	0.90	10	31.29	22.31	1.32	4,028	31.10	21.34	3	Yes	S
331012	HSW	First-Line Supervisors of Police and Detectives	0.58	3	38.83	27.65	0.70	754	51.37	34.28	6	No	E
194013	HSW	Food Science Technicians	0.00	0	N/A	N/A	0.79	73	29.93	19.71	5	Yes	E
191012	HSW	Food Scientists and Technologists	N/A	N/A	N/A	N/A	1.03	14	49.02	28.65	6	Yes	E
119051	HSW	Food Service Managers	0.86	10	32.20	21.45	1.50	4,173	37.19	24.20	3	Yes	S
131131	HSW	Fundraisers	N/A	N/A	N/A	N/A	1.26	600	37.51	21.11	6	Yes	S
111021	HSW	General and Operations Managers	1.03	59	52.87	26.10	1.35	24,581	61.03	27.36	6	Yes	R
194043	HSW	Geological Technicians, Except Hydrologic Technicians	N/A	N/A	N/A	N/A	1.36	29	28.00	18.69	5	Yes	E
192042	HSW	Geoscientists, Except Hydrologists and Geographers	N/A	N/A	N/A	N/A	1.53	81	49.66	29.80	6	Yes	E
271024	HSW	Graphic Designers	0.00	1	N/A	N/A	1.16	1,489	32.73	21.17	6	Yes	S
211091	HSW	Health Education Specialists	N/A	N/A	N/A	N/A	0.86	325	25.74	14.71	6	Yes	N
299021	HSW	Health Information Technologists and Medical Registrars	N/A	N/A	N/A	N/A	2.33	234	38.23	23.67	4	Yes	E
251071	HSW	Health Specialties Teachers, Postsecondary	N/A	N/A	N/A	N/A	2.23	1,047	63.24	28.86	6	No	S
292099	HSW	Health Technologists and Technicians, All Other	0.78	2	22.20	17.65	1.25	939	24.61	18.22	4	Yes	S
299099	HSW	Healthcare Practitioners and Technical Workers, All Other	N/A	N/A	N/A	N/A	1.15	132	38.61	20.38	4	Yes	E
499021	HSW	Heating, Air Conditioning, and Refrigeration Mechanics and Insulators	2.03	17	27.04	19.90	1.74	4,472	27.55	20.23	4	Yes	S
533032	HSW	Heavy and Tractor-Trailer Truck Drivers	0.59	70	25.25	18.21	1.36	13,716	28.37	19.45	4	Yes	R
434161	HSW	Human Resource Assistants, Except Payroll and Timekeeping	N/A	N/A	N/A	N/A	0.31	514	23.84	18.70	5	Yes	E
113121	HSW	Human Resources Managers	0.00	1	63.14	38.62	1.37	1,081	72.29	42.66	6	Yes	S
131071	HSW	Human Resources Specialists	0.60	11	29.88	19.91	1.51	6,246	35.87	22.58	6	Yes	S
173028	HSW	Industrial Engineering Technologists and Technicians	N/A	N/A	N/A	N/A	1.16	243	30.30	20.73	5	Yes	E
172112	HSW	Industrial Engineers	0.00	0	N/A	N/A	2.07	1,312	51.52	35.41	6	Yes	S
499041	HSW	Industrial Machinery Mechanics	0.33	3	31.50	20.61	2.24	1,679	30.14	21.44	4	Yes	S
113051	HSW	Industrial Production Managers	0.00	1	58.47	35.67	1.06	673	62.98	36.02	6	Yes	N
151212	HSW	Information Security Analysts	N/A	N/A	N/A	N/A	3.68	1,415	59.86	38.07	6	Yes	S
519061	HSW	Inspection, Testers, Sorters, Samplers, and Weighers	-0.78	4	20.76	14.02	0.99	2,822	24.51	16.80	4	Yes	S
131032	HSW	Insurance Appraisers, Auto Damage	N/A	N/A	N/A	N/A	N/A	N/A	32.33	23.11	4	Yes	E
413021	HSW	Insurance Sales Agents	0.91	12	28.28	16.52	1.44	6,868	35.27	19.72	4	Yes	S
132053	HSW	Insurance Underwriters	N/A	N/A	N/A	N/A	0.97	601	42.81	26.28	6	Yes	E
271025	HSW	Interior Designers	N/A	N/A	N/A	N/A	1.58	930	31.72	19.89	6	Yes	S
273091	HSW	Interpreters and Translators	N/A	N/A	N/A	N/A	0.97	659	28.32	17.64	6	Yes	E
252012	HSW	Kindergarten Teachers, Except Special Education	-0.50	5	N/A	N/A	0.77	1,148	28.83	23.63	6	No	E
171012	HSW	Landscape Architects	N/A	N/A	N/A	N/A	1.42	160	41.03	28.73	6	Yes	E
438012	HSW	Legal Secretaries and Administrative Assistants	N/A	N/A	N/A	N/A	0.79	1,634	26.64	17.80	3	Yes	S
292061	HSW	Licensed Practical and Licensed Vocational Nurses	0.72	34	27.84	22.61	0.82	3,478	29.88	25.52	4	Yes	R
194099	HSW	Life, Physical, and Social Science Technicians, All Other	N/A	N/A	N/A	N/A	1.02	428	32.05	18.44	6	Yes	N
132072	HSW	Loan Officers	-0.44	4	35.84	19.52	0.80	1,522	39.10	19.70	6	Yes	S
131081	HSW	Logisticians	0.53	2	27.52	16.85	2.58	1,688	38.25	23.98	6	Yes	S
514041	HSW	Machinists	N/A	N/A	N/A	N/A	0.85	905	27.69	20.71	4	Yes	E
292035	HSW	Magnetic Resonance Imaging Technologists	N/A	N/A	N/A	N/A	1.42	233	41.40	33.31	5	Yes	E
131111	HSW	Management Analysts	1.05	15	34.56	24.08	1.87	9,182	48.00	27.91	6	Yes	S
119199	HSW	Managers, All Other	0.28	17	47.67	26.79	1.28	8,651	59.51	29.42	6	Yes	S

172121	HSHW	Marine Engineers and Naval Architects	N/A	N/A	N/A	N/A	1.59	53	64.34	38.94	8	Yes	E
131161	HSHW	Market Research Analysts and Marketing Specialists	0.42	5	34.47	20.53	1.72	6,296	38.95	21.63	6	Yes	S
112021	HSHW	Marketing Managers	N/A	N/A	N/A	N/A	1.47	2,099	78.45	42.62	6	Yes	S
319011	HSHW	Massage Therapists	N/A	N/A	N/A	N/A	1.98	2,063	25.83	17.26	4	Yes	S
192032	HSHW	Materials Scientists	N/A	N/A	N/A	N/A	N/A	52.21	37.09	8	Yes	E	
173027	HSHW	Mechanical Engineering Technologists and Technicians	N/A	N/A	N/A	N/A	1.08	72	28.68	18.19	5	Yes	E
172141	HSHW	Mechanical Engineers	N/A	N/A	N/A	N/A	1.84	677	50.86	33.83	6	Yes	S
519082	HSHW	Medical Appliance Technicians	N/A	N/A	N/A	N/A	0.78	177	22.97	16.72	4	Yes	E
319092	HSHW	Medical Assistants	1.38	12	21.70	17.15	2.16	9,448	20.81	17.39	4	Yes	S
292036	HSHW	Medical Desinfectants	N/A	N/A	N/A	N/A	1.28	28	73.35	61.10	4	Yes	E
499062	HSHW	Medical Equipment Repairers	N/A	N/A	N/A	N/A	1.58	408	29.18	18.71	5	Yes	N
292072	HSHW	Medical Records Specialists	0.33	2	23.07	18.40	1.64	1,369	24.25	17.41	4	Yes	S
191042	HSHW	Medical Scientists, Except Epidemiologists	N/A	N/A	N/A	N/A	1.76	357	58.58	33.07	6	Yes	N
436013	HSHW	Medical Secretaries and Administrative Assistants	0.80	13	20.66	16.03	1.20	9,338	21.02	17.28	3	Yes	S
119111	HSHW	Medical and Health Services Managers	1.96	14	53.83	35.25	2.77	4,869	65.10	37.58	6	Yes	S
131121	HSHW	Meeting, Convention, and Event Planners	N/A	N/A	N/A	N/A	1.22	1,192	31.01	18.16	6	Yes	S
211023	HSHW	Mental Health and Substance Abuse Social Workers	0.00	1	23.75	17.51	1.57	725	26.59	19.34	6	Yes	S
252022	HSHW	Middle School Teachers, Except Special and Career/Technical Education	-0.41	9	25.39	21.47	0.74	2,486	28.86	23.77	6	No	S
514035	HSHW	Milling and Planning Machine Setters, Operators, and Tenders, Metal and Plastic	N/A	N/A	N/A	N/A	-0.25	20	21.82	17.56	4	Yes	E
172151	HSHW	Mining and Geological Engineers, Including Mining Safety Engineers	N/A	N/A	N/A	N/A	1.46	4	59.87	42.36	6	Yes	E
493042	HSHW	Mobile Heavy Equipment Mechanics, Except Engines	0.89	7	26.99	19.71	1.23	1,019	30.81	22.81	4	Yes	S
493051	HSHW	Motorboat Mechanics and Service Technicians	N/A	N/A	N/A	N/A	1.54	668	27.48	19.89	4	Yes	S
272042	HSHW	Musicians and Singers	N/A	N/A	N/A	N/A	0.69	1,425	77.63	23.96	3	Yes	S
119121	HSHW	Natural Sciences Managers	-1.00	1	N/A	N/A	1.25	421	65.75	32.74	6	Yes	N
151244	HSHW	Network and Computer Systems Administrators	-1.53	1	41.33	27.21	0.68	1,290	46.85	30.56	6	Yes	S
292033	HSHW	Nuclear Medicine Technologists	N/A	N/A	N/A	N/A	1.08	117	46.34	39.17	5	Yes	E
199011	HSHW	Occupational Health and Safety Specialists	1.01	2	44.69	28.19	2.03	754	43.60	26.74	6	Yes	S
199012	HSHW	Occupational Health and Safety Technicians	N/A	N/A	N/A	N/A	1.60	98	30.01	23.72	4	Yes	E
312011	HSHW	Operations Research Analysts	N/A	N/A	N/A	N/A	2.00	559	33.80	28.42	5	Yes	S
162031	HSHW	Operations Research Analysts	N/A	N/A	N/A	N/A	2.78	786	40.51	24.68	6	Yes	S
292057	HSHW	Ophthalmic Medical Technicians	N/A	N/A	N/A	N/A	2.68	1,282	22.26	17.63	4	Yes	S
232011	HSHW	Paralegals and Legal Assistants	-0.27	5	22.50	17.71	1.29	4,707	30.41	21.06	5	Yes	S
433051	HSHW	Payroll and Timekeeping Clerks	-1.00	2	23.50	17.34	-0.35	1,037	26.52	18.84	3	Yes	E
132052	HSHW	Personal Financial Advisors	N/A	N/A	N/A	N/A	1.63	2,139	78.26	27.66	6	Yes	S
292052	HSHW	Pharmacy Technicians	N/A	N/A	N/A	N/A	1.44	4,310	21.21	17.31	4	Yes	S
319097	HSHW	Phlebotomists	1.34	15	19.95	17.07	1.62	1,476	20.19	17.25	4	Yes	S
312021	HSHW	Physical Therapist Assistants	2.00	6	19.32	16.64	1.52	1,788	34.19	27.96	5	Yes	S
472152	HSHW	Plumbers, Pipefitters, and Steamfitters	2.08	7	N/A	N/A	2.22	1,788	34.19	27.96	5	Yes	S
333051	HSHW	Police and Sheriff's Patrol Officers	1.85	12	26.08	19.20	1.36	2,988	26.94	20.44	4	Yes	S
515111	HSHW	Prepress Technicians and Workers	0.39	14	26.88	21.34	0.77	4,378	36.21	26.63	5	No	S
272012	HSHW	Producers and Directors	N/A	N/A	N/A	N/A	-1.00	124	22.44	17.31	4	Yes	E
435061	HSHW	Production, Planning, and Expediting Clerks	0.40	3	23.58	18.79	0.72	2,223	26.70	18.86	3	Yes	S
131082	HSHW	Project Management Specialists	1.64	10	45.04	29.33	1.51	5,993	49.89	31.12	6	Yes	S
119141	HSHW	Property, Real Estate, and Community Association Managers	1.07	5	35.77	23.39	1.21	4,514	40.07	23.12	6	Yes	S
292053	HSHW	Psychiatric Technicians	3.02	3	N/A	N/A	2.59	1,748	21.59	17.29	4	Yes	S
273031	HSHW	Public Relations Specialists	0.00	1	32.54	22.05	1.27	2,001	34.59	20.11	6	Yes	S
291124	HSHW	Radiation Therapists	N/A	N/A	N/A	N/A	1.14	83	48.31	40.61	5	Yes	E
492021	HSHW	Radio, Cellular, and Tower Equipment Installers and Repairers	N/A	N/A	N/A	N/A	1.79	84	32.92	22.98	5	Yes	E
292034	HSHW	Radiologic Technologists and Technicians	0.23	3	30.75	24.95	1.14	1,049	35.94	26.67	5	Yes	N
419021	HSHW	Real Estate Brokers	N/A	N/A	N/A	N/A	N/A	N/A	42.49	20.89	4	Yes	N
419022	HSHW	Real Estate Sales Agents	0.47	4	N/A	N/A	1.21	5,224	35.39	17.01	4	Yes	S
291141	HSHW	Registered Nurses	0.75	38	39.26	30.62	1.03	14,276	43.58	34.37	6	Yes	R
291128	HSHW	Respiratory Therapists	1.17	2	31.97	26.92	1.72	650	39.61	32.46	5	Yes	S

112022	HSW	Sales Managers	-0.67	3	65.09	33.37	1.33	3,422	72.17	38.03	6	Yes	S
413091	HSW	Sales Representatives of Services, Except Advertising, Insurance, Financial Services, and Travel	1.04	10	35.06	18.94	1.24	12,085	35.13	18.61	6	Yes	S
414012	HSW	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	N/A	N/A	N/A	N/A	0.77	9,273	36.50	19.49	3	Yes	S
414011	HSW	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	N/A	N/A	N/A	N/A	1.12	2,094	56.43	27.67	6	Yes	S
252031	HSW	Secondary School Teachers, Except Special and Career/Technical Education	-0.27	8	23.78	21.21	0.77	3,430	29.60	23.89	6	No	S
413031	HSW	Securities, Commodities, and Financial Services Sales Agents	N/A	N/A	N/A	N/A	1.07	4,116	41.97	23.11	6	Yes	S
482098	HSW	Security and Fire Alarm Systems Installers	N/A	N/A	N/A	N/A	1.63	1,019	28.06	20.99	4	Yes	S
535031	HSW	Ship Engineers	N/A	N/A	N/A	N/A	1.10	127	58.88	42.77	4	Yes	E
194061	HSW	Social Science Research Assistants	N/A	N/A	N/A	N/A	1.59	162	26.21	16.72	6	Yes	E
211029	HSW	Social Workers, All Other	-0.11	9	22.55	18.48	0.48	540	33.20	22.10	6	Yes	N
119151	HSW	Social and Community Service Managers	-0.47	4	38.71	24.55	1.18	793	40.32	25.41	6	Yes	S
211093	HSW	Social and Human Service Assistants	0.08	15	20.75	16.76	1.09	2,793	21.82	16.89	3	Yes	S
151252	HSW	Software Developers	N/A	N/A	N/A	N/A	2.60	6,848	65.87	42.39	6	Yes	S
151253	HSW	Software Quality Assurance Analysts and Testers	N/A	N/A	N/A	N/A	2.19	1,017	49.31	30.62	6	Yes	S
252052	HSW	Special Education Teachers, Kindergarten and Elementary School	N/A	N/A	N/A	N/A	0.78	666	29.14	24.94	6	No	E
252058	HSW	Special Education Teachers, Secondary School	-0.47	2	24.26	21.34	0.76	651	31.39	25.46	6	No	E
211018	HSW	Substance Abuse, Behavioral Disorder, and Mental Health Counselors	1.98	9	27.63	20.40	2.13	2,896	29.34	20.15	6	Yes	S
299093	HSW	Surgical Assistants	N/A	N/A	N/A	N/A	1.33	175	36.52	21.50	4	Yes	E
292055	HSW	Surgical Technologists	N/A	N/A	N/A	N/A	1.04	608	30.94	22.36	4	Yes	N
173031	HSW	Surveying and Mapping Technicians	1.20	8	23.53	17.38	1.53	769	25.01	18.34	5	Yes	S
171022	HSW	Tax Preparers	0.78	4	34.78	21.55	1.55	396	36.77	23.76	6	Yes	E
132082	HSW	Teachers and Instructors, All Other	0.00	2	N/A	N/A	0.89	1,446	27.44	17.13	6	No	S
253099	HSW	Technical Writers	N/A	N/A	N/A	N/A	2.13	621	26.29	15.53	4	Yes	N
273042	HSW	Telecommunications Equipment Installers and Repairers, Except Line Installers	-0.45	5	N/A	N/A	0.88	1,093	30.30	22.19	4	Yes	E
489052	HSW	Telecommunications Line Installers and Repairers	N/A	N/A	N/A	N/A	1.40	250	44.28	30.52	6	Yes	E
291129	HSW	Therapists, All Other	N/A	N/A	N/A	N/A	0.80	693	29.62	20.65	4	Yes	E
514111	HSW	Tool and Die Makers	N/A	N/A	N/A	N/A	1.76	127	35.44	23.68	6	Yes	E
131151	HSW	Training and Development Specialists	-0.64	5	30.47	18.92	1.84	3,348	35.89	20.78	6	Yes	S
113071	HSW	Transportation, Storage, and Distribution Managers	0.00	2	43.60	27.74	1.44	1,300	54.36	29.44	6	Yes	S
413041	HSW	Travel Agents	N/A	N/A	N/A	N/A	1.11	1,351	26.27	17.71	3	Yes	S
292056	HSW	Veterinary Technologists and Technicians	N/A	N/A	N/A	N/A	1.94	1,347	22.28	17.83	5	Yes	S
151254	HSW	Web Developers	N/A	N/A	N/A	N/A	1.65	367	N/A	N/A	5	Yes	E
151255	HSW	Web and Digital Interface Designers	N/A	N/A	N/A	N/A	1.58	377	43.00	25.84	5	Yes	N
514121	HSW	Welders, Cutters, Solderers, and Brazers	2.14	5	25.47	17.95	1.27	2,042	25.98	20.32	4	Yes	S
514122	HSW	Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	N/A	N/A	N/A	N/A	0.88	106	21.49	18.15	4	Yes	E
273043	HSW	Writers and Authors	N/A	N/A	N/A	N/A	1.23	778	36.00	21.49	6	Yes	S

*SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

**HSW = High Skill/High Wage.

***Qualifying Level:

R = Meets regional wage and openings criteria based on state Labor Market Statistics employer survey data.

S = Meets statewide wage and openings criteria based on state Labor Market Statistics employer survey data.

N = Meets national wage and openings criteria based on national Labor Market Statistics employer survey data.

E = Meets emerging wage and openings criteria based on state Labor Market Statistics employer survey data.

N/A = Not available/releasable.

LMEC = Labor Market Estimating Conference

REQUEST TO MOVE THE DATE OF THE NEXT BOARD MEETING:

The state workforce board will meet December 3, 2026. Staff is requesting our scheduled November board meeting be moved to December 10, 2026, to allow the board to address any policy changes or requirements that may be required to be implemented prior to January 1, 2026.

Staff requests moving the board meeting date to December 10, 2026.

TWO-YEAR PLAN:

CareerSource Chipola is required to complete a two-year plan amendment to our required four-year plan previously approved by the Board of Directors. The state requires the two-year plan to be completed by all members of a region in one of the following methods:

- A local plan with an attached regional plan addendum that is due October 6, 2026, or
- A regional plan with a local plan addendum that is due in January.

PERFORMANCE NUMBERS PY 26-27

WIOA Youth					
Measure	State Offer #1	CSC Offer #1	State Offer #2	CSC Offer 2	Current Status
	PY 26/27	PY 26/27	PY 26/27	PY 26/27	PY 26/27
Employment Rate Q2	87.60%	70.00%	87.60%	80.00%	75.0%/80.0%
Employment Rate Q4	83.00%	70.00%	83.00%	75.00%	75.0%/80.0%
Median Earnings Q2	\$6,966 (\$27,864 Annual)	\$5,004 (\$20,016 Annual)	\$6,966 (\$27,864 Annual)	\$5,550 (\$22,000 Annual)	TBD
Credential Attainment	70.00%	70.00%	70.00%	70.00%	50.00%
Measured Skill Gains	50.00%	60.00%	50.00%	64.00%	65.00%

Wagner-Peyser					
Measure	State Offer #1	CSC Offer #1	State Offer #2	CSC Offer 2	Current Status
	PY 26/27	PY 26/27	PY 26/27	PY 26/27	PY 26/27
Employment Rate Q2	71.50%	65.10%	71.50%	65.10%	65.00%
Employment Rate Q4	69.90%	60.00%	69.90%	65.00%	65.00%
Median Earnings Q2	\$8,478 (\$33,912 Annual)	\$7,700 (\$30,800 Annual)	\$8,478 (\$33,912 Annual)	\$7,700 (\$30,800 Annual)	TBD

All Programs					
Measure	State Offer #1	CSC Offer #1	State Offer #2	CSC Offer 2	Current Status
	PY 26/27	PY 26/27	PY 26/27	PY 26/27	PY 26/27
Employed with same employer one year later	78.60%	None	78.60%	None	75.00%

PERFORMANCE NUMBERS PY 26-27

WIOA Adult					
Measure	State Offer #1	CSC Offer #1	State Offer #2	CSC Offer 2	Current Status
	PY 26/27	PY 26/27	PY 26/27	PY 26/27	PY 26/27
Employment Rate Q2	90.7%/90.7%	80.0%/80.0%	90.7%/90.7%	80.00%	86.00%
Employment Rate Q4	89.2%/89.2%	70.0%/70.0%	89.2%/89.2%	70.00%	85%
Median Earnings Q2	\$10,637 (\$42,548 Annual)	\$9,000 (\$36,000 Annual)	\$10,637 (\$42,548 Annual)	\$9,000 (\$36,000 Annual)	TBD
Credential Attainment	79.10%	70.00%	79.10%	70.00%	75%
Measured Skill Gains	92.30%	50.00%	92.30%	70.00%	85%

WIOA DW					
Measure	State Offer #1	CSC Offer #1	State Offer #2	CSC Offer 2	Current Status
	PY 26/27	PY 26/27	PY 26/27	PY 26/27	PY 26/27
Employment Rate Q2	95.90%	75.00%	95.90%	75.00%	0%/TBD
Employment Rate Q4	93.90%	75.00%	93.90%	75.00%	0%/TBD
Median Earnings Q2	\$12,690 (\$50,760 Annual)	\$9,000 (\$36,000 Annual)	\$12,690 (\$50,760 Annual)	\$9,000 (\$36,000 Annual)	TBD
Credential Attainment	85.70%	75.00%	85.70%	75.00%	0%/TBD
Measured Skill Gains	50.00%	50.00%	50.00%	50.00%	0%/50.0%

CHECK SIGNATURES:

Due to increased security, some financial institutions have increased their requirements for changes to accounts at their institutions.

CareerSource Chipola has accounts at the following financial institutions:

- All-In Credit Union
- Wells Fargo
- People's South
- Regions

Staff is requesting the Chair and Executive Director be given permission to sign checks at all institutions and require two signatures for checking transactions. Staff are also requesting Finance Director Sara Johnson remain on the account ending in 7603 at Wells Fargo for the purpose of conducting necessary online transactions and reviews.