

GULF COAST WORKFORCE BOARD, INC. d/b/a CareerSource Gulf Coast
GENERAL MEETING
January 12, 2021

CareerSource Gulf Coast held a virtual video/telephonic GoToMeeting /General Meeting at 10:00 a.m. (CST) on January 12, 2021.

Members Present:

Dr. Pat Hardman (V)
Ms. Elinor Mount-Simmons (V)
Ms. Christy Smith (V)
Mr. Ted Mosteller (V)
Mrs. Betty Croom (V)
Mr. Tom Landreth (V)
Mrs. Becca Hardin (V)
Mr. Jim McKnight (V)
Mr. Fred Croon (V)
Ms. Sandra Henry (V)
Mr. John Deegins (V)
Mr. Steven Lanier (V)
Ms. Lisa Barnes-Tapscott (V)

Members NOT present:

Mr. Steve Jordan (V)
Dr. John Holdnak (V)
Mr. Rod Pearson (V)

Also present were: Mr. Bill Dozier, Bay County Board of County Commission, Mrs. Jennifer Conoley, FGNW; Ms. Missy Lee, Dept. of Children & Families; Mrs. Alex Murphy, Bay District Schools; Ms. Tassalhie Dekouche, Gulf Coast State College; Ms. Julie Ramirez and Ms. Carlas Wodford, Royal American Management; and CareerSource Gulf Coast board staff: Mrs. Kim Bodine, Executive Director, Ms. Jennifer German, Mrs. Deb Blair, Mr. Lee Ellzey, Mrs. Shannon Walding, Mrs. Maria Goodwin, Mr. Corbett Hines, and Ms. Donna Stapleton.

The purpose of the meeting was to review/take action on the following items:

- Consent Agenda Approval
 - Approval to Accept New Funds for PY 2020-2021
 - Allocations to Service Providers PY 2020-2021
 - Budget Modification #4 to PY 2020-2021
 - Minutes for the November 10, 2020 Executive Committee and General Board meeting
 - Acknowledgment of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers – Dr. John Holdnak and Mr. Glen McDonald.
- New Business
 - America's Second Harvest Monitoring Report
- Old Business
 - Marketing & Communication Report – through December 2020
 - One Stop Services Report – December 2020
 - Regional Performance Reports – November/December 2020
- Chair/Executive Director Report
- Public Comments

CALL TO ORDER: Dr. Pat Hardman, Board Chair, called the meeting to order and confirmed there was a quorum present by attendee introductions.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Ms. Elinor Mount-Simmons gave the Invocation and Dr. Hardman led the Pledge of Allegiance.

Dr. Pat Hardman asked for a motion to add an emergency item under New Business.

Mrs. Becca Hardin made a motion to approve adding an emergency item under New Business. Mrs. Sandra Henry seconded, and the motion passed unanimously.

Approval of Consent Agenda:

Dr. Pat Hardman asked if there were any questions from the board regarding the Consent Agenda and asked if any member wanted to pull any item from the Consent Agenda for discussion. There being no questions, or requests to pull items from the Consent Agenda, she asked for a motion to approve the Consent Agenda as presented and previously discussed and approved by the Executive/Finance Committee.

A motion was made by Mrs. Becca Hardin to approve the consent agenda as presented. Ms. Christy Smith seconded, and the motion passed unanimously.

NEW BUSINESS:

Emergency Item

Mrs. Kim Bodine wanted to recognize Mrs. Jennifer Conoley as the outgoing Chair. She said that the Bay County Board of County Commissioners recognized Mrs. Conoley on January 5th and declared that day as Jennifer Conoley Day. Mrs. Bodine wanted to thank Mrs. Conoley for standing with the organization during her tenure, especially during this pandemic, as well as Hurricanes Michael and Sally. Mrs. Conoley thanked Mrs. Bodine and the CareerSource Gulf Coast team insisting that they are the hardest working board in the state.

Additionally, Mrs. Bodine introduced Mr. Steven Lanier, the new Franklin County superintendent, replacing Ms. Traci Yoder. Mr. Lanier responded that he was happy to be on our board.

Second Harvest Monitoring Report

Mr. Lee Ellzey reported that the Food Pantry is held on the second or the fourth Tuesday of each month. Prior to Hurricane Michael, there were about 200 families served monthly. Salvation Army and Farm Share have also been providing food for the county. In December 2020 alone, there were between 9 – 11 food distributions in Gulf County. These multiple food distributions decreased the numbers of families who were receiving food from CSGC. The numbers are slowly increasing again since the hurricane and there are now between 150-160 families being served per month, which equates to roughly 400 individuals per month. The majority of recipients are above age 55. There is also another distribution that CSGC puts on twice per month, which is Farm Share. There are fewer financial restrictions on this program, and it currently serves about 200 individuals at each distribution which is twice monthly.

A motion was made by Mr. Becca Hardin to approve the Second Harvest Monitoring Report. Mr. Ted Mosteller seconded, and the motion passed unanimously.

Dr. Hardman thanked all involved in these food drives as she said there were many hungry folks in Gulf County.

OLD BUSINESS:

Marketing and Communications Report – through December 2020

Mrs. Maria Goodwin reported social media engagement has continued to increase, especially on Facebook. She also reported that staff is also concentrating on increasing the Twitter and LinkedIn platforms. Additionally, the final stages of our new website are being completed Aaron Rich Marketing. The Annual Bay County Job Fair is being planned; however, this year's event will be virtual. Mrs. Goodwin said that since it will be virtual all employers and jobseekers in Gulf and Franklin County are also invited to participate. There is information on the website for more information regarding participation. Mrs. Goodwin spoke about the many food distributions, including our last one on December 17th at the Panama City Mall.

She said between all the food distributions held, there more than one thousand families helped and thousands of pounds of food given directly to those in need. Kudos to Jerry Bushee who largely organized these events. Mrs. Goodwin also reported the Homeless Veteran's Stand Down was held in November in partnership with Gulf Coast State College. 53 veterans were helped during this event. Staff also participated in the Bay County food and resource drive hosted by Bay County Board of County Commissioners in December. Staff dressed up as elves and provided information about CareerSource Gulf Coast services. Staff won first place for best tent/table set up.

One Stop Services Report

Mrs. Maria Goodwin reported that regionally there were 1,337 visitors and 1,269 services provided for the month of December. There were 84 unique employers served with a total of 427 total employer services. Staff is also providing services to two employers that are laying off employees. There is staff dedicated to working with employers and the dislocated employees prior to or following lay-offs in order to provide them with job seeker services, re-employment assistance and WIOA training services. The priority is to help those dislocated to find a new job as quickly as possible.

WIOA (Adult and Dislocated Worker)

Mrs. Goodwin indicated that data on the performance report was through December 2020. For adults, there were 147 actual enrollments, and 43 participants had entered employment. The wage at placement was \$22.08. For the dislocated worker program, there were two enrollments and one entered employment. The wage at placement for the dislocated worker was \$24.52.

WT/SNAP Programs

Mrs. Ramirez said 27 clients were served YTD in the Welfare Transition program, with 2 exiting for employment. The average wage at placement was \$9.78. She also said there were 12 clients reported YTD in November in the SNAP program. There were no recorded placements at this time. She said that due to the pandemic, the work requirements are currently waived by Governor DeSantis.

Out of School Youth

Ms. Tassalhie Dekouche reported there are 29 enrolled participants. Four participants successfully exited the program with a GED and employment. The average wage at placement is listed in the report at \$11.86 per hour. There is one participant currently enrolled in the Medical Administrative program at Haney Technical Center.

DWG - Dislocated Worker Grant/Hurricane Michael

Ms. German reported the Hurricane Michael grant is still progressing. As projects are completed, workers are referred to the Job Center, moved to other work sites and, in some cases, hired by the work site. The City of Mexico Beach was so pleased with their crew that they hired them permanently full time.

COVID-19 DWG

Participants are working in cleaning positions to disinfect high-traffic areas in order to prevent the spread of COVID-19. They are also delivering food/meals for those in need who are at higher risk of dangerous outcomes if they contract COVID 19. To date there have been 27 workers serving the communities and currently 13 are actively participating.

CHAIR/EXECUTIVE DIRECTOR REPORT – Mrs. Bodine said that due to many state policy changes staff are working on a large number of administrative policies and procedures in order to be in compliance. Additionally, the subaward agreement requires additional work on administrative policies. She also indicated there would be a lot of new board members this year and the board as a whole will be required to complete training regarding the organization's role in the region. She said that since the pandemic, there have been difficulties on all fronts. She said it has been difficult to get jobseekers in, registered and job searching. Employers are hiring now but are having difficulties in finding employees. There has been turnover in positions for DEO positions as well as service provider positions, and recruitment has been difficult. She stated that due to the vaccine and businesses resuming operations she is hopeful that individuals will feel more comfortable returning to work.

Mrs. Bodine said that some funds were earmarked for an internship program. The internships will consist of 12-weeks of work based training for individuals deemed eligible. Participating businesses will train interns in a position they have open and the intern's wages will be paid for 12 weeks by CSGC. If the intern successfully completes the internship, then the employer commits to hire them at the wage they are making under the program or higher. She said there have been many meetings to get this organized and that staff is excited to kick it off. Staff is in negotiations with a staffing agency to be the employer of record for this program.

Mrs. Becca Hardin asked if there were good responses from companies, and Mrs. Bodine indicated there were. Mrs. Hardin said that the Bay EDA will put this out on social media as well for more exposure. Mrs. Goodwin said she would get a contact number should there be questions, but there is a pre-application for jobseekers on the website.

Mrs. Alex Murphy from Haney Technical Center said that they may be able help with the jobseekers for this internship program.

Mrs. Goodwin said that contact information for both employers and job seekers will soon be available.

Mrs. Bodine said that there would be meetings held soon with Haney Technical Center, Gulf Coast State College and FSU PC to discuss this topic.

GOOD OF THE ORDER

Articles to read were an attachment to the agenda packet.

OPPORTUNITY FOR PUBLIC COMMENT

Dr. Pat Hardman advised that the Executive/Finance Committee and General Board meetings were always open to the public and their attendance and comments were welcomed.

Ms. Elinor Mount-Simmons said that on Monday, January 18th at 11:00 am EST, the MLK Advisory Board will be recognizing CareerSource staff in Franklin County for all the work they have done as essential workers during the

pandemic. They will also be given an award. She indicated there would be a motorcade from the Holy Family Senior Center to Battery Park and she will take pictures and send them to staff.

Mrs. Hardin also said she wanted to acknowledge the CareerSource staff for their partnership with the EDA. She frequently calls upon Mrs. Bodine and Mrs. Goodwin to manage prospect activity with the Bay EDA.

ADJOURNMENT

There being no additional business, Dr. Hardman adjourned the meeting.