

GULF COAST WORKFORCE BOARD, INC. d/b/a CareerSource Gulf Coast
GENERAL MEETING
April 13, 2021

CareerSource Gulf Coast held a virtual video/telephonic GoToMeeting /General Meeting at 10:00 a.m. (CST) on April 13, 2021.

Members Present:

Dr. Pat Hardman (V)
Ms. Elinor Mount-Simmons (V)
Mr. Fred Croon (V)
Mr. John Deegins (V)
Mr. Steven Lanier (V)
Ms. Rebekah Vassar (V)
Mr. Jim McKnight (V)
Mr. Aaron Little (V)
Ms. Sandra Henry (V)

Members NOT present:

Mr. Steve Jordan (V)
Dr. John Holdnak (V)
Mr. Rod Pearson (V)
Mr. Ted Mosteller (V)
Mrs. Becca Hardin (V)
Ms. Christy Smith (V)
Mrs. Betty Croom (V)
Ms. Lisa Barnes-Tapscott (V)

Also present were: Ms. Genevieve English-Charles, Division of Blind Services; Mrs. Alex Murphy, Bay District Schools; 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, Ms. Brittany Rock, Mr. Corbett Hines, Ms. Adrienne Woods 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
 - Budget Modification #6 to PY 2020-2021
 - Minutes for the March 9, 2021 Executive Committee and General Board meetings
 - Acknowledgment of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers – There were none.
- New Business
 - Modification of the OOSY contract program summary
 - Monitoring Response
 - ETPL Renewals
 - Update on Internship Program/Introduction to Opioid Grant/Internship Grant in PSJ
- Old Business
 - Marketing & Communication Report – through March 2021
 - One Stop Services Report – March 2021
 - Regional Performance Reports – February 2021
- 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:

Mrs. Kim Bodine gave the Invocation and Dr. Hardman led the Pledge of Allegiance.

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 Ms. Elinor Mount-Simmons to approve the consent agenda as presented. Mr. Steve Lanier seconded, and the motion passed unanimously.

NEW BUSINESS:

Modification of the Out of School Youth (OOSY) contract program summary

Mrs. Bodine explained that since Covid-19, it has been very difficult for staff to meet the performance set by the board. This modifies the program summary to be more in line with what is more reasonable in today's environment. Dr. Pat Hardman asked for a motion to approve the OOSY contract program summary as presented.

A motion was made by Ms. Elinor Mount-Simmons to approve the Modification of the OOSY contract program summary as presented by Mrs. Bodine. Mr. Aaron Little seconded, and the motion passed unanimously.

Monitoring Response

Mrs. Bodine provided an overview of the action taken and provided in the Corrective Action Plan sent to DEO in response to those areas that had findings/needed corrective action. Memos were sent to staff regarding the finding, explaining the requirement, potential results of continued findings and required a statement of acceptance by staff. Additionally, links to training guides/procedures by item was provided to staff as well as mandatory training by issue. Furthermore, disciplinary action where appropriate was taken in the form of Personal Improvement Plans.

Eligible Training Provider (ETPL) renewal applications

Ms. German said that we received two renewal applications to be an eligible training provider: One was from Gulf Coast State College and one was from Haney Technical Center. She reviewed the Training Provider Applications – Continued Eligibility forms and indicated that these renewals are renewed every two years as required by Federal and State laws and local policy. Dr. Pat Hardman asked for a motion to approve the ETPL renewal applications as presented.

A motion was made by Ms. Elinor Mount-Simmons to approve the ETPL renewal applications as presented by Ms. German. Mr. Steve Lanier seconded, and the motion passed unanimously.

Update on Internship Program

Mrs. Bodine explained that the Port St. Joe Internship program began in early January and we have hired a part time case manager to manage the young adults. This project is funded with left-over dollars from the Summer Youth Program –(duPont Fund). Information about the program includes:

- Purpose of program is to connect young adults to paid internships and provide resume assistance, interviewing and work-related skills.
- Budget is \$79,000- Interns can earn \$9 per hour at 8 hours per week

- To date, there are 18 interns
- The internship program is 26 weeks long.

Mrs. Bodine also said that staff is working with duPont to make this a permanent program. Ms. Mount-Simmons asked if there were similar programs in other counties, but Ms. Bodine responded that different resources and funds would be needed as duPont funding is specific to Gulf County.

Introduction to the Opioid Grant

Mrs. Bodine informed the board that in October of 2020, CareerSource Gulf Coast received \$560,000 to work with individuals affected by the Opioid Epidemic. She said that Ms. Jennifer German wrote the grant proposal and Region 4 was one of six regions in the state selected for funding. Currently, staff is partnering with A New Day, Bay County Sheriff's Office, and other business partners to serve the community with the Opioid Grant funds. Mrs. Bodine also said that this grant will end on 8/31/2024. Information provided in her update:

- Purpose of this grant was threefold: Create partnerships to develop strategies that foster recover for opioid addiction; Provide training and Career Services to those affected by Opioid misuse/addiction; and finally, to assist those with past opioid addiction to reintegrate into the workforce.
- 67 individuals to be served with the following outcomes:
 - 12 – Internships
 - 54 Complete training activities and services
 - 45 Enter Employment
 - 34 – Six-month retention
 - 28 – 12-month retention

OLD BUSINESS:

Marketing and Communications Report – March 2021

Ms., Brittany Rock said that the Facebook, Twitter, and LinkedIn accounts on social media have exceeded the numbers from the same time last year. She also said that in For the Good of the Order, there are some good articles to read.

One Stop Services Report

Mrs. Goodwin said that the Job Center is currently working “By Appointment Only” still, but the region served nearly 2,000 customers in March. She also said that the region is seeing some fraudulent unemployment claims by stealing UC customer identities. She said staff was assisting those contacting the Job Center for help with this issue. Next week, all offices will be returning to full scale operations. There will be no appointments needed and resume workshops, recruiting efforts, events, etc. begin again as well.

Mr. Lanier asked about the traffic differences between Port St. Joe and Franklin counties. Mrs. Bodine explained that the Port St. Joe office held food distributions four times monthly as well as offering emergency assistance payments. She said the services were different between the two offices which is cause for the higher traffic in Gulf County.

WIOA

There were 140 enrollments YTD for the adult program, surpassing the YTD plan with an average of \$21.78 per hour, exceeding the annual planned avg wage of \$19.20. For the dislocated worker program there were 3 enrollments, exceeding the plan of 2. The average wage was \$25.52, exceeding the annual planned avg wage of \$17.00.

Hurricane Michael Disaster Grant

Ms. German said that the Hurricane Michael grant will be ending soon. The Covid-19 funds are being used for agencies that need help to keep their agencies clean and their services open and to provide meals to those staying home due to COVID.

SNAP/WT Report

These reports were skipped due to the waiver for participation at this time.

CHAIR REPORT

Dr. Pat Hardman thanked the following board members for completing the board training: Ms. Elinor Mount-Simmons, Mr. Jim McKnight, Mr. Rod Pearson, Ms. Rebekah Vassar, Dr. John Holdnak, Mr. John Deegins, Mr. Steve Lanier, Mr. Glen McDonald, Mr. Aaron Little, and Mrs. Lisa Barnes-Tapscott. Dr. Pat also said there were a couple that had training half completed. Thanks to all! She also asked those that have not completed half the training, please complete at least half. If anyone needs the information again, contact Mrs. Bodine or Ms. Stapleton.

Chair Hardman also discussed a meeting held with Representative Jason Shoaf, stating that the meeting went very well, and he seemed pleased with what we do and have specifically done to help his office and constituents during the pandemic with regards to Re-employment Assistance. She also referenced a bullet point page of accomplishments and activities with which she was impressed as was the Representative. She asked that this document be shared with the full board. Dr. Hardman also asked Kim to expand on the document and comments she had about the meeting with Representative Shoaf.

Mrs. Bodine gave an overview of the report sent to Representative Shoaf. She said staff had put together a bullet list of services/activities that staff perform overall and then separated it by county. She said that after the pandemic hit so many individuals filed for unemployment that the state's unemployment system crashed, and the department was woefully understaffed to assist the unprecedented numbers of individuals filing claims. Staff helped countless individuals file for unemployment during this timeframe, working very early mornings and late into the evening. At one point, Mrs. Bodine said she received calls from legislative offices informing her that they were being inundated by constituent calls and Mrs. Bodine said the state had given the legislators a smart sheet to track constituent calls and to so the state could call them back. There were so many people that the state could not get back to these folks in a timely manner, so Mrs. Bodine offered to take those calls. Mrs. Bodine said that there were between 700 to 800 constituents that staff-handled to assist them with their claims. These calls were not just from the local region but came from all over the state of Florida. Each claim could take weeks and even months to complete with many calls and emails for each claim. Representative Shoaf was mindful of that and appreciative.

Mrs. Bodine said that even if staff could not help with a claim because it was above what staff was allowed to handle, staff always communicated with these folks either by phone or via email. Staff stayed in communication with these folks to let them know the status of their claim all along the way and even if staff could not help, the individuals were calmer to just tell their stories and know that someone cared and was working to help them. Representative Shoaf was extremely appreciative. Mrs. Bodine thanked Dr. Hardman in initiating the meeting with Representative Shoaf. Dr. Hardman asked Mrs. Bodine to give a legislative update.

Mrs. Bodine stated that there is legislation that will likely change some of the way the board operates. It's more restrictive in some ways and there is a waiver that could be implemented that could potentially reduce the number of workforce boards. It is believed that legislation will pass in both the Senate and House, though it does not mean they will exercise the waiver portion of the law immediately or at all. She said this is a big system, with all having contracts in place and all provide services to customers. All of this was discussed with Representative Shoaf.

Dr. Pat added that one other item Representative Shoaf brought up was perhaps losing Gulf and Franklin prisons as they are the most expensive to run in the state. But at this time, there is not enough correctional officers and he asked

Mrs. Bodine and Dr. Hardman to please encourage the growth of the correctional officer programs. Mrs. Bodine said they agreed to look at recruitment for the correctional officer's program in Gulf County and Franklin County as well.

Dr. Hardman said that board members were needed in Bay County so if anyone knows of an individual that may want to serve, please let Mrs. Bodine know.

Executive Director Report

Mrs. Bodine said that there was a new board member in Bay County that was going in front of the commission for approval the next day, April 20th. Her name is Shelley Scarborough from Gulf Power.

Mrs. Bodine said they have received some announcements that will have a positive impact on our area. One is that confirmation has been received that three F-35 squadrons are coming to Tyndall Air Force base, which will be good for the community. It will be a few years before all of them are intact at Tyndall, but that brings 2,000 plus personnel with the mission.

At the Panama City Marina site there was a groundbreaking for a new hotel, Hotel Indigo, being constructed by the St. Joe Company. This will go along way with the revitalization of downtown Panama City.

Another big announcement last week was that St. Joe Company has signed a contract with Tallahassee Memorial Hospital, located at the Latitudes, a 55+ community located in between Bay and Walton counties. This will also include a campus for Florida State Medical School. This region will have a learning medical campus here in Bay County attached to Tallahassee Memorial Hospital, which is a big deal.

She also said that if we have an in person meeting soon, then board members can see the housing going up on the FSU campus. Student housing is a bay front student housing complex. It is expected to house about 300 students.

She shared that Gulf Coast State College just announced the Gulf Coast guarantee, that any student finishing high school in 2021 and beyond who attends full time (12 credit hours) will receive a scholarship of \$700 per semester for at least their first year. This college is one of the lowest tuition rates in Florida. However, Mrs. Bodine said that the Gulf Coast State College foundation does also fund full scholarships for students every year. Alex Murphy added that this scholarship is different in that they funds can be "first dollars in" meaning there does not have to be proof of FAFSA application or other funds committed first. They do encourage students to apply for FAFSA, but not having that completed will not hold up these dollars.

Mr. Jim McKnight said that the \$700 scholarship is excellent, but it's also additive meaning that students could also apply for many other scholarships that are available.

Mrs. Bodine also said employers are having a hard time hiring right now and they are hearing this from all areas. Extreme difficulty finding workers and even applicants across the board.

She indicated that we would have a board meeting in May, late in the month.

GOOD OF THE ORDER

Articles to read were an attachment to the agenda packet.

OPPORTUNITY FOR PUBLIC COMMENT

ADJOURNMENT

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