

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
EXECUTIVE/FINANCE COMMITTEE
August 10, 2021

CareerSource Gulf Coast held a virtual GoToWebinar meeting with the Executive/Finance Committee on Tuesday, August 10, 2021, at 9:00 a.m. (CST).

Executive Committee members participating were Dr. Patricia Hardman, Ms. Elinor Mount-Simmons, Mr. Ted Mosteller and Mr. John Deegins.

Mrs. Kimberly Bodine, Executive Director, Mrs. Deb Blair, Mrs. Maria Goodwin, Mr. Corbett Hines, Mrs. Shannon Walding, Mr. Lee Ellzey, Ms. Brittany Rock, Ms. Janine Dexter, Mr. Daniel Sanford, and Ms. Donna Stapleton attended from CareerSource Gulf Coast. and Ms. Deborah Carty and Gail Davis from the Department Blind Services and Ms. Lori Price from the Gulf County School District also attended.

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

- Approval to Accept New Funds for PY 2020-2021
- Approval of Modification #8 for PY 2020-2021
- Approval to Accept New Funds for PY 2021-2022
- Approval of Budget Modification #1 for PY 2021-2022
- Approval of Financial Report ending 6/30/2021
- Approval of Designee for Gulf County School District Superintendent
- Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers – Dr. John Holdnak and Mr. Glen McDonald for the 5/24/2021 Board Meeting

Dr. Pat Hardman, Board Chair, called the meeting to order. A quorum was present.

Approval to Accept New Funds for PY 2020-2021

Mrs. Blair reviewed the new funds for the PY 2020-2021 budget, which included:

\$4,929.00 Ticket to Work (unrestricted)

Approval of PY 2020-2021 Budget Modification #8

Mrs. Blair said that funds above were added to unrestricted funds in the board budget.

Additionally, in the May 24, 2021, board meeting, the Executive Director was given permission to move funds as needed and then these fund changes would be reported to the board at this board meeting. Mrs. Blair reviewed the funds that were moved, to included funds from Welfare Transition and SNAP funding stream from RAM's budget, funds from Military Family, SNAP, WIOA Adult, and Welfare Transition programs were moved from the Gulf Coast State College contract to the Board budget and Emerging Initiatives funds were move from the Arc of the Bay contract to the Board budget.

Finally, funds in the board budget in the equipment line were moved to other services, supplies, professional services and software.

Approval to Accept New Funds – PY 2021-2022

Mrs. Blair reviewed the new funds for PY 2021-2022 budget which included:

\$41,666 – WIOA Foundational Skills

\$71,135 – WIOA Supplemental Dislocated Worker

Mrs. Blair also reviewed the actual carryforward versus the projected carryforward and the difference in each funding stream. The additional carryforward totaled \$816,952.64.

Approval of PY 2021-2022 Budget Modification #1

Mrs. Blair said that the new funds from above and the total of the additional carryforward were placed into the board budget, which currently totals \$5,605,408.

Dr. Pat Hardman asked for a motion to approve the acceptance of new funds for PY 2020-2021, approve budget modification #8 for PY 2020-2021 to include the Executive Director's movement of funds, approve the acceptance of new funds for PY 2021-2022 and to approve the budget modification #1 for PY 2021-2022 which includes the carry forward.

A motion was made by Ms. Elinor Mount-Simmons to approve the acceptance of new funds for PY 2020-2021, approve the budget modification #8 for PY 2020-2021, which includes the Executive Director's movement of funds, approve the acceptance of new funds for PY 2021-2022, and approve the budget modification #1 for PY 2021-2022, which includes the carryforward. Mr. Ted Mosteller seconded, and the motion passed unanimously.

Financial Report ending 6/30/2021

Mrs. Deb Blair reviewed the financial report ending 6/30/2021. The expenditure rate should have been close to 100% but is at 73%. She said that most of the WIOA funds carried forward. There were \$76,885 of WIOA Youth funds that reverted to the state. Mrs. Blair also indicated that the ITA expenditures were at 51.97%, which is above the 30% approved waiver.

Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers

Dr. Hardman asked if there were any Form 8 voting conflict forms to be read from the previous meeting into the minutes – Dr. John Holdnak and Mr. Glen McDonald for the May 24, 2021 board meeting.

Public Comments

There were none.

Adjournment

There being no additional business for the Executive/Finance Committee, Dr. Hardman adjourned the meeting.