

GULF COAST WORKFORCE BOARD, INC. d/b/a CareerSource Gulf Coast
GENERAL MEETING
August 10, 2021

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

Members Present:

Dr. Pat Hardman (V)
Ms. Elinor Mount-Simmons (V)
Mr. Ted Mosteller (V)
Mr. John Deegins (V)
Mrs. Becca Hardin (V)
Mr. Fred Croon (V)
Ms. Rebekah Vassar (V)
Mr. Jim McKnight (V)
Mr. Steve Jordan (V)
Mr. Glen McDonald (V)
Ms. Lisa Barnes-Tapscott (V)
Mr. Christian Johnson (V)
Ms. Shelley Scarborough (V)
Ms. Lori Price, Designee for Jim Norton (V)

Members NOT present:

Ms. Christy Smith (V)
Mr. Aaron Little (V)
Mr. Rod Pearson (V)

Also present were: Ms. Deborah Carty and Ms. Gail Davis, Division of Blind Services; Ms. Julie Ramirez and Ms. Carlas Wodford, Royal American Management; Paula Davis, UF/IFAS Bay County Extension; Mrs. Alex Murphy, Haney Technical Center; Ms. Tassalhe Dekouche, Gulf Coast State College and CareerSource Gulf Coast board staff: Mrs. Kim Bodine, Executive Director, Mrs. Deb Blair, Mrs. Shannon Walding, Mrs. Maria Goodwin, Ms. Brittany Rock, Mr. Lee Ellzey, Ms. Janine Dexter, Mr. Corbett Hines, Mr. Daniel Sanford, Ms. Adrienne Woods, Ms. Val Webb, 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
- Approval of Budget Modification #8 to PY 2020-2021
- Approval to Accept New Funds for PY 2021-2022
- Approval of Budget Modification #1 for PY 2021-2022
- Approval of Financial Reports ending 6/30/2021
- Approval of Designee for Gulf County School District Superintendent
- Minutes for the May 24, 2021 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 for the 5/24/2021 meeting.

➤ New Business

- **Approval of ETPL renewal-Florida Panhandle Technical College**
- **Approval of Inhouse Monitoring Reports**
- Franklin and Gulf Counties overview of summer programs

Old Business

- Marketing & Communication Report – through July 2021
- One Stop Services Report – July 2021
- Regional Performance Reports – March/April 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. She also said there was going to be an emergency item which will be discussed under New Business.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Mrs. Shannon Walding gave the Invocation and 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 Mr. Ted Mosteller to approve the consent agenda as presented. Ms. Elinor Mount-Simmons seconded, and the motion passed unanimously.

NEW BUSINESS:

Emergency Item:

Amendment to Policy # 32- Travel and Expenses

Mrs. Bodine said that in March, DEO announced changes in the travel policy, which is addendum to Board Policy #32- Travel and Expenses. She asked the board to approve the addendum retroactively to 7/1/2020. This policy ensures that staff cannot pay more than \$175 per night for a hotel when traveling outside of our region. However, if a block of rooms are booked for special events, it is permissible to pay the fee listed to book in the block of room reserved. This addendum was supposed to time out on 6/30/2021, but DEO has not confirmed this.

A motion was made by Mrs. Becca Hardin to approve the addendum to Board Policy #32 – Travel and Expenses, retroactive to 7/1/2020 as presented by Mrs. Bodine. Mr. Ted Mosteller seconded, and the motion passed unanimously.

Approval of ETPL renewal for Florida Panhandle Technical College

Mrs. Bodine reviewed the ETPL renewal for Florida Panhandle Technical College, which is located in Chipley, FL. Region 4 staff refer clients to this institution's CDL course as there is not a local provider for the CDL program. Dr. Pat Hardman asked for a motion to approve the ETPL renewal for Florida Panhandle Technical College for their CDL program as presented.

A motion was made by Ms. Elinor Mount-Simmons to approve the ETPL renewal of Florida Panhandle Technical College for their CDL program as presented by Mrs. Bodine. Mrs. Becca Hardin seconded, and the motion passed unanimously.

Approval of the Inhouse Monitoring Report

Mrs. Bodine indicated to the board the link where the full inhouse monitoring report can be accessed. She also provided an overview of the monitoring, along with staff training and technical assistance in response to the monitoring results. Board staff is required by the state to show the board of directors all monitoring results. Mrs. Bodine praised Ms. Walding's efforts to perform all of the monitoring and training of staff that goes with it.

A motion was made by Ms. Becca Hardin to approve the Inhouse Monitoring report as presented by Mrs. Bodine. Ms. Elinor Mount-Simmons seconded, and the motion passed unanimously.

Overview of the Summer Programs

Gulf County: Mrs. Bodine said that approximately 180 children were registered for the 8-week summer program, with an average of about 100 attending on a daily basis, along with 25 interns working throughout the county. Ms. Bodine indicated that Ms. Lianna Sagins runs that program and does an awesome job as did Lee Ellzey. There were approximately 5,751 meals served with field trips, swimming lessons, arts/crafts, self-paced academic enrichment, reading, healthy food choices, sports and visiting guests from the 4-H program. There were about 50 kids at the elementary school between the ages of 4-7 years old. This is great for the kids as they have something to do every day. It's also great for parents that have their children involved in a program for the summer. Some of the field trips included: visiting the Creamery, kayaking, going to a state park to speak with an FWC officer, Splash Pad in Lynn Haven and also bowling in Panama City. This was the 11th year conducting the summer program in Gulf County. Dr. Hardman said that this program is invaluable and the children in Gulf County wouldn't have anything to do if it wasn't for CareerSource.

Franklin County: Mrs. Bodine said that Ms. Val Webb, staff member in Franklin County recommended French Haynes and the non-profit "Moving Education" in Franklin County. Mr. Haynes relocated to Franklin County from New York and brought his non-profit with him. Mrs. Bodine said they secured the funds to have this program in order to offer a summer program in Franklin County, which previously had been offered through Project Impact. There were eight program elements the four-week program which included 75 participants. The participants performed dancing, painting, music, culinary arts, photography, gardening, fishing, sewing and health life choices. The instructors that were brought in were from different parts of the nation. Ms. Val Webb said that the program was so helpful for the citizens in Apalachicola. The kids were able to do so many things that they had never done before, and a bonus was the many volunteers from the community who helped out. The kids were able to make an entire meal for their parents under the direction of a professional chef, and Ms. Webb said they were so proud to do it. Ms. Webb said that she wanted to thank Mrs. Bodine and the entire board for funding this program for the kids in Apalachicola. Mrs. Bodine thanked Mrs. Webb for all of her work in the community. Mrs. Elinor Mount-Simmons also commented on the excellent program in Apalachicola.

For Bay County: Mrs. Bodine said that for Girls Inc., CSGC spent \$15,000 on sponsorships for that program and \$12,000 for sponsorships for the Boys and Girls Club program.

OLD BUSINESS:

Marketing and Communications Report – July 2021

Ms. Brittany Rock reviewed social media statistics showing increases in most areas. Ms. Rock highlighted a resource fair for foster care youth in which staff worked with NWFL Healthcare Network to host the event that was held at the Panama City Job Center. Ms. Rock said that it was a remarkable event. On July 29th there was a 2021 Veteran's Florida Virtual Expo and staff is in the preliminary stages of a Fall Job Fair, tentatively set for some time in October. This is not something that staff typically does in the fall, but there is such a need in the community. All articles and publications are in the Good of the Order and CareerSource has been covered quite a bit in the media.

One Stop Services Report

Mrs. Goodwin said that for the three-county area there were more than 1,500 customers served with a total of more than 2,000 services. There were more than 200 employers served with almost 1,200 services provided to them. Staff still continues to provide a lot of re-employment assistance, along with assistance due to identity theft and fraud, where someone has made a fraudulent claim for unemployment benefits. DEO has put some security measures in place to help with this effort. Also, there was a security breach in DEO's system with some customer's information so that now a pin is required, and staff is helping with resetting pin numbers so customers can unlock their accounts. In July, there was an increase of customers interested in working rather than re-employment benefits. However, in August, due to the increase in Covid cases, this has again changed to folks wanting re-employment benefits instead of job searching.

Out of School Youth

Mrs. Dekouche said in the year 2020-2021, staff has enrolled 32 participants, of which 4 were new and there were 28 carry forward participants. Eight have received a diploma and 15 exited the program negatively, mostly due to recruitment following the hurricane with participants who failed to stay engaged with the program. The average wage was \$11.88 per hour.

SNAP/WT Report

Mrs. Ramirez said the waiver for work requirements ended June 1st and the office is busy. There were 25 active in the Welfare Transition program and year to date 61 participants were served. The low number was due to the waiver that was in place from 2020 until this past June. Two participants exited due to employment with an average wage of \$9.78. Three cases were closed due to a sanction. For the SNAP program, there are 10 active cases and 23 were served year to date. As of this past Friday, there were 21 open Welfare Transition cases and 19 open SNAP cases.

Disaster Grant Report

Mrs. Bodine said that for the Hurricane Michael participants, there are approximately 20 workers still in the region. There is still a little over a half a million dollars left in that grant, so staff is working with counties and other organizations to see if there is any work left in their areas. In some instances, FEMA money is just now coming in for municipalities from Hurricane Michael. Staff hopes to close out that grant by October of next year if not before. For Hurricane Sally, there are funds in that grant as well. There are not many placed under that grant, but if 6-9 participants are hired, that would take care of those funds. Under the Covid grant, participants are placed under that grant and there is no concern about losing any of those funds.

CHAIR REPORT

Dr. Hardman thanked everyone for all the work that is being done in these very difficult and trying times.

Executive Director Report

Mrs. Bodine said that as an organization, we have the same problems as everyone else in regards to COVID. There are staff that have been found positive for Covid or a family member has and they are quarantined. However, she did say that the board staff is allowed to work remotely if they are affected. Staff works very well remotely and there is a great need for them to work as there is a lot going on.

Mrs. Bodine said that we are hopeful that the Annual Lunch will happen in person in October. This might be challenging due to the new outbreak of COVID.

GOOD OF THE ORDER

Articles to read were an attachment to the agenda packet.

OPPORTUNITY FOR PUBLIC COMMENT

Paula Davis with the UF Extension Office shared a few activities that might be of interest:

1. Living Well Wednesday, Financial Building Blocks – virtual from 11:30 on 8/18 and is free
2. Ready Set Grow with the Public Library on 9/2 - noon
3. Gardening in the Panhandle – Live on Facebook

Also, Ms. Davis shared that UF Extension office received a national award for virtual plant camp that was done last summer.

ADJOURNMENT

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