

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
EXECUTIVE/FINANCE COMMITTEE
September 28, 2021

CareerSource Gulf Coast held a virtual GoToWebinar meeting with the Executive/Finance Committee on Tuesday, September 28, 2021, at 9:30 a.m. (CST).

Executive Committee members participating were Ms. Elinor Mount-Simmons, Mr. Ted Mosteller, Ms. Christy Smith and Mr. John Deegins.

Mrs. Kimberly Bodine, Executive Director, Mrs. Deb Blair, Ms. Jennifer German, Mrs. Maria Goodwin, Mr. Corbett Hines, Mrs. Shannon Walding, Mr. Lee Ellzey, Ms. Janine Dexter, Mr. Daniel Sanford, and Ms. Donna Stapleton attended from CareerSource Gulf Coast. Ms. Deborah Carty. Department Blind Services: Ms. Lori Price. Gulf County School District; Mr. Glen McDonald and Ms. Angela McLane, Gulf Coast State College; Michele Cook, Department of Juvenile Justice; Ms. Deb Carty, Division of Blind Services; Mr. Christian Johnson, Up Town Raw Bar and Grill also attended.

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

- Approval to Accept New Funds for PY 2021-2022
- Approval of Allocations/Recissions to Service Providers
- Approval of Budget Modification #2 for PY 2021-2022
- Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers – There were none

Ms. Elinor Mount-Simmons, Board Vice Chair, called the meeting to order. A quorum was present. She indicated that the Executive Committee would take the first three items together in one motion and vote unless a member requested that they be taken separately after hearing the items. The members agreed.

Approval to Accept New Funds – PY 2021-2022

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

\$4,570 – SNAP Supplemental Nutrition Assistance Program
\$-15,000 – RESEA (voluntary deobligation)
\$36,500 – Wagner-Peyser (excess salary moved to pass-thru), expires 9/30/3031
\$86,731 – WIOA Rapid Response (new funding stream)
\$16,420 – Wagner-Peyser projected \$15,679, but received \$32,099
\$87,500 – Rural Initiatives projected \$37,500 but received \$125,000
\$238,149 – National Emergency COVID-19

Additionally, a donation of \$1,000 was received from the Veteran’s Task Force of NW Florida for the Homeless Veteran’s Stand Down,

Approval of Allocations/Recissions to Service Providers

Mrs. Blair explained that due to turnover, two positions were vacant for several weeks resulting in a reduction of the funding needed by Gulf Coast State College for the Job Center contract. Mrs. Blair recommended taking \$7,913 from the Job Center contract.

Approval of PY 2021-2022 Budget Modification #2

Mrs. Blair said that this modification was due to accepting the new funds from above and putting these funds in the board budget. Additionally, there were some line-item adjustments that needed to be made with the Out of School Youth program to adjust for some upcoming internships.

Ms. Elinor Mount Simmons asked for a motion to approve the acceptance of new funds for PY 2021-2022, approve the rescission to the Gulf Coast State College Job Contract by \$7,913, and finally approve budget modification # 2 for PY 2021-2022.

A motion was made by Mr. Ted Mosteller to approve the acceptance of new funds for PY 2021-2022, approve the rescission to the Gulf Coast State College Job Contract by \$7,913, and finally approve budget modification # 2 for PY 2021-2022. Mr. John Deegins seconded, and the motion passed unanimously.

Financial Report ending 7/31/2021

Mrs. Deb Blair reviewed the financial report ending 7/31/2021. The expenditure rate should have been close to 8% and is currently at 7%. She did not list any variances as this report reflects the first month into the new fiscal year and it is too early to discuss variances. The ITA expenditures were at 25.04%, but since ITA funds are primarily for tuition, which have not yet been billed completely that this was not an issue of concern.

Mrs. Bodine gave a shout out to the Finance Department for all their hard work, navigating the rules and dates of all the funding streams.

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 – There were none.

Public Comments

There were none.

Adjournment

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