

**GULF COAST WORKFORCE BOARD, INC. d/b/a CareerSource Gulf Coast**  
**GENERAL MEETING**  
**February 8, 2022**

CareerSource Gulf Coast held an in-person and Zoom meeting / General Meeting at 10:00 a.m. (CST) on Tuesday, February 8, 2022.

Members Present:

Ms. Elinor Mount-Simmons (V)	Ms. Lisa Barnes-Tapscott (V)
Mr. Ted Mosteller (V)	Mr. Aaron Little (V)
Mr. John Deegins (V)	Ms. Shelley Scarborough (V)
Ms. Christy Smith (V)	Ms. Lori Price (V) designee
Mr. Fred Croon (V)	Ms. Sheila Hauser (V)
Mrs. Becca Hardin (V)	
Dr. John Holdnak (V)	

Members NOT present:

Mr. Rod Pearson (V)  
Mr. Steve Jordan (V)  
Dr. Pat Hardman (V)  
Ms. Rebekah Vassar (V)  
Mr. Christian Johnson (V)  
Mr. Jim McKnight (V)

Also present were Ms. Julie Ramirez and Ms. Carlas Wodford, Royal American Management; Mrs. Alex Murphy, Haney Technical Center; Ms. Michele Cook, Department of Juvenile Justice; Ms. Angela McLane, Gulf Coast State College and CareerSource Gulf Coast board staff: Mrs. Kim Bodine, Executive Director, Mrs. Deb Blair, Ms. Jennifer German, Mrs. Maria Goodwin, Mrs. Shannon Walding, Mrs. Becky Samarripa, Mr. Lee Ellzey, 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 2021-2022
  - Approval to Rescind Funds from Service Provider
  - Approval of Budget Modification #4 for PY 2021-2022
  - Minutes for the November 16, 2021, Executive Committee and General Board meeting
  - Acknowledgment of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers – There were none.
- New Business
  - **Approval of the RFP proposed timeline for the OOSY grant agreement**
  - **Approval of the revised Board Policy #1, Board meeting schedule of Operations, retro to 1/3/22**
  - **Inhouse Monitoring review**
  - **Presentation from Bay EDA**
- Old Business
  - Marketing & Communication Report – through January 2022
  - One Stop Services Report –January 2022
  - Regional Performance Reports – December 2021
- Chair/Executive Director Report
- Public Comments

**CALL TO ORDER:** Ms. Elinor Mount-Simmons, Board Vice Chair, called the meeting to order and confirmed there was a quorum present by attendee introductions.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Mrs. Shannon Walding gave the Invocation and led the Pledge of Allegiance.

### **Approval of Consent Agenda:**

Ms. Elinor Mount-Simmons 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. Dr. John Holdnak seconded, and the motion passed unanimously.**

### **NEW BUSINESS:**

#### **Approval of the proposed timeline for the Youth grant agreement**

Mrs. Kim Bodine said that DEO requires a formal timeline in the request for proposal process. She reviewed the proposed timeline for the Youth RFP that will be released in March.

**A motion was made by Mr. Fred Croon to approve the proposed timeline for the Youth grant agreement as presented. Dr. John Holdnak abstained from voting citing a conflict of interest. Mr. Ted Mosteller seconded, and the motion passed unanimously.**

Ms. Elinor Mount-Simmons said that volunteers were needed to be on a rating committee. These volunteers are needed to review the WIOA Youth Services RFP proposals and make a decision for the best candidate for each RFP response. The rating committee will present their decision to the full board on May 10<sup>th</sup> for approval. Ms. Elinor Mount-Simmons, Ms. Rebekah Vassar and Ms. Alex Murphy volunteered to on the rating committee.

#### **Approval of Revised Board Policy 1, Board meeting/Schedule of Operations list**

Mrs. Kim Bodine indicated that per the grantee/sub-grantee agreement, the Board meeting/Schedule of Operations list must be posted on the website for the public to view. Each time a board meeting date changes or an office closure occurs due to training/staff development or for other reasons, the list must be amended and reposted on the website. The current Board meeting/Schedule of Operations list provided in the agenda deck is retroactive to January 4, 2022.

**A motion was made by Ms. Becca Hardin to approve Board Policy 1, Board meeting/Schedule of Operations list as presented, retroactive to January 4, 2022. Dr. John Holdnak seconded, and the motion passed unanimously.**

#### **Inhouse Monitoring**

Mrs. Bodine provided slides to provide information to the Board regarding the Inhouse Monitoring for the Job Center Credentialing and Wagner Peyser programs as well as the Dislocated Worker grant programs. She reviewed the technical assistance and training provided for these programs. Dr. Holdnak asked about the RESEA program process and Mrs. Maria Goodwin responded explaining the current processes.

#### **Special Presentation by Becca Hardin, President of the Bay Economic Development Alliance (Bay EDA)**

Mrs. Hardin said that 2022 started off with a bang.

- She announced Project Rocket - FedEx Ground coming to Panama City. They are building a 250,000 square foot building, with \$5.5 million invested in this project. This will create 211 jobs when complete.
- Project Lightning Strike – CMI (Central Maloney Inc.) is an employee-owned company located out of Arkansas. They will be located in the old GKN facility, with a \$20 million investment, and will create 200 high tech jobs.
- Bay County is now certified (qualified) as a Foreign Direct Investment Community, the first one in Florida! This seal of approval enhances the international marketing efforts.

- Gulf Coast FAME Chapter – only the 2<sup>nd</sup> Chapter in Florida. This is organically growing our “workforce of the future”. There are eight founding manufacturers: Trane, Oceaneering, Eastern Shipbuilding, Merrick Industries, Berg Pipe, Maritech Machining, ACMT and EPS.
- Some “Game Changing” announcements in Bay County:
  - Three new F-35 squadrons coming to Tyndall Airforce base, with 2,000 new military personnel
  - Tallahassee Memorial Healthcare in partnership with St. Joe Company and Florida State University is building a new health care campus in Panama City Beach.
  - Florida State University Panama City built new student housing on campus. GCSC students can live there as well and the housing currently has about 50/50 in terms of students attending each campus.
  - The St. Joe company announced plans to build a new marina hotel and restaurant downtown Panama City
- Suzuki Motor Marine Technical Center - \$12 million land purchase at the end of Frankford Avenue in Panama City, creating 30 jobs over a 5 -7-year period of engineers and technicians. This is a total of a \$30 million investment.
- ACMT, Inc. current status – Retrofit of existing facility currently taking place, with a new roof, manufacturing and office areas. Hiring has begun.
- Airtemp of America – Current status is 50 new jobs, \$6 million capital investment in facility and equipment. This is the first U.S. manufacturing location
- There are five active projects now with a possible 1000 new jobs and for all five the total capital investment is approximately \$500 million.

## **OLD BUSINESS:**

### **Marketing and Communications Report – January 2022**

Mrs. Becky Samarripa reviewed social media platforms such as Facebook, Twitter and LinkedIn and she said the usage from last year has increased on Facebook and Twitter. Mrs. Samarripa reviewed the website analytics, pointing out the numbers have remained very strong. She said that this may be due to the new website format or more customers using the website rather than in-person visits to the Job Center. She then reviewed the marketing highlights to include increasing involvement in community events, promoting social media, several single employer hiring events such as Anchorage Children’s Home, MTC, Florida Dept. of Corrections, Aveanna Healthcare, American Charlie Grill and Tavern, and WIS International and heavily promoting 35<sup>th</sup> Annual Bay County Job Fair. She said that more than 400 job seekers attended the job fair. She thanked Mrs. Alex Murphy for the awesome help with the public relations for the job fair. The Job Center is hosting two resume workshops per month as well as two job search workshops per month.

Ms. Elinor Mount-Simmons said that in the interest of saving time, please review the performance reports in the agenda packet, but staff would not report on them today.

### **Executive Director Report**

Mrs. Bodine stated that CareerSource Gulf Coast received two new grants from CareerSource Florida. The grants are: Get There Faster Adult and Youth Grant and the Get There Faster Veterans and Military Spouses Grant. She recognized Jennifer German and Maria Goodwin for their work on the grants. She also discussed the development and recruitment for a Summer Youth Employment Program (SYEP) set to launch for graduating High School Seniors in late May. This will be the first time a SYEP program funded with WIOA dollars has been implemented and staff are working hard to prepare for the program.

Mrs. Bodine said the next Executive Committee and General Board meeting will be held in April. The March meetings are cancelled.

## **GOOD OF THE ORDER**

Articles to read are an attachment to the agenda packet.

## **OPPORTUNITY FOR PUBLIC COMMENT**

Mr. John Deegins said that the Opioid grant has been great and in the Veterans treatment court, the Judge is telling the clients to get a job!

Ms. Alex Murphy said that Haney Technical Center has hosted a part time job fair in the past and it was successful. She suggested that CareerSource consider something like that in the future.

Mrs. Bodine said that perhaps the Job Center would host a youth event.

## **ADJOURNMENT**

There being no additional business, Ms. Elinor Mount-Simmons adjourned the meeting.