

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
EXECUTIVE/FINANCE COMMITTEE
April 12, 2022

CareerSource Gulf Coast held an in-person meeting and a Zoom webinar meeting with the Executive/Finance Committee on Tuesday, April 12, 2022, at 9:30 a.m. (CST).

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

Mrs. Kimberly Bodine, Executive Director, Mrs. Deb Blair, Ms. Jennifer German, Mrs. Maria Goodwin, Mr. Corbett Hines, Mrs. Shannon Walding, Ms. Janine Dexter, Ms. Adrienne Woods, Mrs. Becky Samarripa, and Ms. Donna Stapleton attended from CareerSource Gulf Coast. Michele Cook from Dept of Juvenile Detention also attended the meeting.

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 the rescission/allocations of funds from/to service provider
- Approval of Budget Modification #5 for PY 2021-2022
- Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers

Approval to Accept New Funds – PY 2021-2022

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

\$-25,175 Performance Incentives de-obligated by DEO
\$11,514 Ticket to Work (Unrestricted)

She explained that DEO gave performance incentives which were estimated and then took away what was not needed.

Approval of Rescission to Service Provider

Mrs. Blair reviewed the rescission and allocations to Royal American Management, reducing the Welfare Transition and SNAP funds, but allocating WIOA Youth and WIOA Adult funds for Ticket to Work.

\$-16,400 – Welfare Transition
\$-3,550 – SNAP
\$4,000 WIOA Youth
\$5,700 WIOA Adult for TTW

Approval of PY 2021-2022 Budget Modification #5

Mrs. Blair said that this modification was due to accepting the new funds from above, rescinding Welfare Transition and SNAP funds from Royal American Management, allocating WIOA Youth and WIOA Adult funds to Royal American Management and placing/taking these funds in the board budget.

Dr. Pat Hardman asked for a motion to approve the acceptance of new funds for PY 2021-2022, the rescission/allocations of funds from/to Royal American Management, and Budget Modification #5 as outlined above.

A motion was made by Mr. Ted Mosteller to approve the acceptance of new funds for PY 2021-2022, approve the rescission/allocation of funds from/to the Royal American Management budget and approve budget modification #5 for PY 2021-2022 as outlined above. Mr. John Deegins seconded, and the motion passed unanimously.

Financial Report ending 12/31/2021

Mrs. Deb Blair reviewed the financial report ending 2/28/2022. The expenditure rate should have been close to 67% and is currently at 38%. She listed a few variances: One Stop equipment costs early in the program year and insurance which is paid annually in advance, but all insurance rates have increased this year. She said that the Get There Faster grant funds were received, but there were no expenditures on that grant yet, so the expenditure rate is low for that reason. The ITA expenditure rate is at 41.10%, well above the approved waiver of 30%.

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

Dr. Pat Hardman asked if there were any Form 8 voting conflict forms to be read from the previous meeting into the minutes – Dr. John Holdnak, February 8, 2022.

Public Comments

There were none.

Adjournment

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