

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
EXECUTIVE/FINANCE COMMITTEE
January 10, 2023

CareerSource Gulf Coast held an in-person meeting and a Zoom webinar meeting with the Executive/Finance Committee on Tuesday, January 10, 2023, at 9:00 a.m. (CST).

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

Mrs. Kimberly Bodine, Executive Director, Mrs. Deb Blair, Mrs. Maria Goodwin, Mrs. Jennifer German, Mrs. Shannon Walding, Mrs. Rebecca Samarripa, Ms. Janine Dexter, Mr. Corbett Hines, Ms. Cathy Harrell, and Ms. Donna Stapleton attended as well as Ms. Gail Emerich from NCBA, Ms. Genevieve English-Charles from Division of Blind Services and Dr. Cheryl Flax-Hyman and Mrs. Angela McLane from Gulf Coast State College 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 2022-2023
- Approval of Budget Modification #3 for PY 2022-2023
- Review of Financial Report ending 10/31/2022
- Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers – There were none.

Mrs. Bodine introduced Cathy Harrell, the new Executive Administrative Assistant for the board.

Approval to Accept New Funds – PY 2022-2023

Mrs. Blair reviewed the new funds for PY 2022-2023 budget which included:

\$-75,577 – Wagner-Peyser (DEO rescinded for salary dollars)
\$20,000 – Consolidated DVOP/LVER (estimated allocation) retro to 11/5/2022 (estimated)
\$200,000 – NDWG Covid-10 (to continue grant through 3/31/2023) (retro to 11/5/2022)
\$1,812 – Ticket to Work to unrestricted
\$3,310 – South Gulf County Coastal Initiative for the Food Pantry

Ms. Elinor Mount-Simmons asked for a motion to approve the acceptance of new funds for PY 2022-2023.

Dr. Pat Hardman made a motion to approve the acceptance of new funds for PY 2022-2023 as presented. Mr. Ted Mosteller seconded, and the motion passed unanimously.

Approval of PY 2022-2023 Budget Modification #3

Mrs. Blair said that this modification was due to accepting/removing the new funds from above and placing/changing these funds in the board budget as outlined above. Due to Chair Mount-Simmons losing connection on the Zoom meeting, Mr. Joey Ginn, Vice Chair stepped up to chair the meeting temporarily and asked for a motion to approve the board budget modification #3 as presented.

A motion was made by Mr. Ted Mosteller to approve the budget modification #3 as outlined above. Mr. John Deegins seconded, and the motion passed unanimously.

Financial Report ending 10/31/2022

Mrs. Deb Blair reviewed the financial report ending 10/31/2022. The expenditure rate should have been close to 33% but was at 19% at the end of October. At this time last year expenditures were at 23%. Mrs. Blair said expenditures are lower this year due to position vacancies, grant extensions, and the expenditures in Opioid, OJT & Get There Faster adult funds. Ms. Blair directed members to a new section of the financial report: WIOA Youth Performance Goal. This section helps the board track in school and out of school youth expenditures. Federal law dictates that In-School Youth expenditures cannot exceed 25% and the Out of School Youth expenditures must be at a minimum of 75%. The ITA expenditures were at 48.97%, meeting the goal of 30%.

Mrs. Bodine offered some information and clarification of the ITAs (Individual Training Accounts). She also explained the history of the In-school youth programs versus the out of school youth programs, which will now be tracked on the financial reports.

Ms. Mount-Simmons asked about the types of training programs funded by the board. Mrs. Goodwin explained there are a lot of healthcare/health science programs that are funded as well as in-demand trades such as HVAC, welding, aviation programs, CDL programs, law enforcement and the newly added IT training programs. Participants must be accepted into the programs by the training institution and meet eligibility requirements for WIOA funding.

Mrs. Bodine said staff has talked with FSU PC and Gulf Coast State College for additional programs to fund at a bachelor degree level such as the BSN at GCSC, computer programs, engineering and computer programs and accounting at FSU PC. This should help serve more individuals in the community.

Mrs. Bodine said that board consolidation and realignment is still an issue. She shared that the President of CSFL and of DEO both resigned, and those positions must be filled before consolidation can continue.

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

Ms. Elinor Mount-Simmons 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

No one from the public wanted to give comment.

Adjournment

There being no additional business for the Executive/Finance Committee, Ms. Elinor Mount-Simmons adjourned the meeting.