

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
EXECUTIVE/FINANCE COMMITTEE
March 7, 2023

CareerSource Gulf Coast held an in-person meeting and a Zoom webinar meeting with the Executive/Finance Committee on Tuesday, March 7, 2023 at 9:30 a.m. (CST).

Executive Committee members participating were Ms. Elinor Mount-Simmons, Mr. Joey Ginn, Dr. Patricia Hardman, 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, Mr. Lee Ellzey, Tameka Austin (DEO) and Dr. Cheryl Flax-Hyman 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/Rescind New Funds for PY 2022-2023
- Approval of Recission of Service Provider Contract Funds -GCSC/RAM
- Approval of Budget Modification #4 – PY 2022-2023
- Review of Financial Report ending 1/31/2023
- Acknowledgement of Form 8 Memorandum of Voting Conflict for County, Municipal, and Other Public Officers – Dr. Cheryl Flax-Hyman, 1/10/2023
- Update on Board Consolidation

Approval to Accept New Funds – PY 2022-2023

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

\$3,302.32 - LVER (Local Veterans Employment Rep) reimbursement for travel to statewide vets training
\$2,225.55 - DVOP (Disabled Veterans Outreach Program) reimbursement for travel to statewide vets training
\$1,086.74 - Consolidated DVOP/LVER reimbursement for travel to statewide vets training
\$-20,364.13 - SNAP (to adjust projected budget to actual)
\$-15,588.00 - RESEA 22 (to adjust projected budget to actual)
\$-207,543.00 - Hurricane Sally (grant ended 9-30-22, to remove unexpected funds from budget)
\$-12,178.00 - Hurricane Michael (grant ended 9-30-22, to remove unexpected funds from budget)
Food Pantry & Other Unrestricted Donations Received 12/15/2022 through 2/20/2023
\$12,489.00 - Ticket to Work (unrestricted)

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

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

Approval of Allocations/Recessions to Service Providers

Mrs. Blair presented the PY 2022-2023 Allocations/Recessions to Service Providers numbers removing the projected unexpended funds from budgets/contracts.

Ms. Elinor Mount-Simmons asked for a motion to approve Recission of funds to Service Providers as presented.

A motion was made by Dr. Pat Hardman to approve the Allocations/Recessions to Service Providers as presented. Mr. John Deegins seconded, and the motion passed unanimously.

Approval of PY 2022-2023 Budget Modification #4

Mrs. Blair said that this modification was due to accepting/removing the unexpended funds from above and placing/changing these funds in the board budget as outlined above.

Ms. Elinor Mount-Simmons asked for a motion to approve the board budget modification #4 as presented.

A motion was made by Dr. Pat Hardman to approve the budget modification #4 as outlined above. Mr. Joey Ginn seconded, and the motion passed unanimously.

Financial Report ending 1/31/2023

Mrs. Deb Blair reviewed the financial report ending 1/31/2023. The expenditure rate should have been close to 58% but was at 44.64% at the end of January. 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 the WIOA Youth Performance Goal. This helps the board track in school and out of school youth expenditures. Federal law dictates that In-School Youth expenditures cannot exceed 25% which was 11.82% and the Out of School Youth expenditures must be at a minimum of 75%, which was 88.18%. The ITA expenditures were at 44.64%, meeting the goal of 30%.

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 – Dr. Cheryl-Flax Hyman on January 10, 2023.

Update on Board Consolidation

Mrs. Kim Bodine said that the possibility of consolidation was a great distraction over the previous year and a lot of work went into meetings and receiving support for people that advocated for us. Mrs. Bodine gave an update on the REACH Act workforce board consolidation and re-alignment. The Consultants Ernst & Young had proposed the options of consolidating into 21, 19 or 16 boards. Their recommendation was for 21 boards. Six Regions were affected by the proposed consolidation. Those regions are: Region 7, 9, 11, 13, 14 & 15. Two regions were affected by proposed re-alignment, those regions are Region 6 & 23. Region 6 which will be losing Jefferson County to Region 5 (Tallahassee area) & Region 23 will be losing Monroe County to Region 24(Southwest FL-Ft. Myers.

Public Comments

No one from the public gave comment.

Adjournment

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