

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
EXECUTIVE/FINANCE COMMITTEE
February 13, 2024

CareerSource Gulf Coast held an in-person meeting and a Zoom webinar meeting with the Executive/Finance Committee on Tuesday, February 13, 2024, at 9:30 a.m. (CST).

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

CSGC staff - Mrs. Kimberly Bodine, Executive Director, Ms. Janine Dexter, Mrs. Deb Blair, Mrs. Maria Goodwin, Mrs. Becky Samarripa, Ms. Patti Suggs, Mr. Corbett Hines, Ms. Angela McLane and Ms. Donna Stapleton attended the meeting. Additionally, Mr. Lonnie Saunders, FL COMM and Ms. Debbie Carty, Division of Blind Services attended the meeting.

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

- Approval to Accept/New Funds for PY 2023-2024
- Approval of Budget Modification #4 – PY 2023-2024

Approval to Accept New Funds – PY 2023-2024

Ms. Janine Dexter reviewed the new funds for PY 2023-2024 budget which included: City of Port St. Joe, DVOP and LVER funds, and Consolidated LVER/DVOP funds. Also, there were Opioid Recovery funds that were voluntarily deobligated. Ms. Elinor Mount-Simmons asked for a motion to approve acceptance of new funds and de-obligation of Opioid funds as presented.

Mr. Ted Mosteller made a motion to approve the acceptance of new funds and de-obligation of Opioid funds for PY 2023-2024 as presented. Mr. John Deegins seconded the motion, and the motion passed unanimously.

Approval of PY 2023-2024 Budget Modification #4

Ms. Dexter said that this item is the action of placing the new funds that were accepted in the previous item into the board budget by line item.

Ms. Elinor Mount-Simmons asked for a motion to approve the budget modification #4 for PY 2023-2024

A motion was made by Mr. Ted Mosteller to approve budget modification #4 as outlined above. Mr. John Deegins seconded, and the motion passed unanimously.

Financial Report Ending 12/31/2023.

Ms. Janine Dexter detailed the Financial Report ending 12/31/2023. Ms. Dexter discussed that as of December 31, 2023, we are at 38% expended for the program year to date and last year at the same time, we were only 27% expended. The ITA Expenditures is currently at 43%, which is above the 30% waiver requirement .

Mrs. Kim Bodine updated the Executive Committee about the audit/monitoring status to date: OIG audit for Hurricane Michael is still ongoing. The board is currently in the midst of the Independent Audit (James Moore and Associates), which is well under way, and staff are gathering items requested for the FL COMM financial and programmatic monitoring, which will occur in late April.

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

Mrs. Elinor Mount Simmons stated there were no Form 8 voting conflict forms to be read from the previous meeting into the minutes.

Public Comments

No one from the public wanted to make a comment.

Adjournment

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