

GULF COAST WORKFORCE BOARD, INC. d/b/a CareerSource Gulf Coast
GENERAL MEETING
September 28, 2017

CareerSource Gulf Coast held a video teleconference General Meeting at 10:00 a.m. (CST) on September 12, 2017 between the CareerSource Gulf Coast Job Center Board Room in Panama City and the Gulf/Franklin Center in Port St. Joe, Florida.

Members Present:

Mr. John Reeves (V)
Mrs. Jennifer Conoley (V)
Mr. Ed Phelan (V)
Ms. Becca Hardin (V)
Mr. John Deegins (V)
Mr. Rod Pearson (V)

Members Present by Telephone:

Mrs. Betty Croom (V)
Mr. Ted Mosteller (V)
Mr. Fred Croon (V)

Members Not Present:

Mr. Steve Jordan (V)
Ms. Christy McElroy (V)
Mr. Patrick Farrell (V)
Dr. John Holdnak (V)
Ms. Traci Moses (V)
Ms. Lisa Barnes (V)

Also present were: Mr. William Dozier, Chairman - Bay County Board of County Commission; Mr. Rob Forbus, Department of Children & Families; Mr. Kendrick Larry, Division of Blind Services and Ms. Genevieve English-Charles, Division of Blind Services via telephone; Ms. Sharon Watley, Gulf Coast State College; Ms. Julie Torres and Ms. Carlas Wodford, Royal American Management; and CareerSource Gulf Coast board staff: Mrs. Kimberly Bodine, Executive Director, Ms. Jennifer German, Ms. Deb Blair, Mrs. Janine Dexter, Mr. Corbett Hines, Mr. Lee Ellzey, Ms. Nancy Schlagheck, Mrs. Shannon Walding, Ms. Donna Stapleton; Mrs. Maria Goodwin and Ms. Johanna White- via video conferencing.

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

- Consent Agenda Approval
 - Approval to Accept New Funds / Rescission of Funds for PY 2016-2017
 - Approval of Board Budget Modification 7 - PY 2016-2017
 - Approval to Accept New Funds for PY 2017-2018
 - Approval of Allocations/Rescissions to Service Providers
 - Approval of PY 2017-2018 Budget Modification #1
 - Approval of Financial Report ending 6-30-2017
 - Minutes of Executive/Finance Committee and General Board Meeting 6-13-2017 and Annual Luncheon Board minutes 10-17-2017
- New Business:
 - Approval of the 2017-2018 Demand Occupation List
 - Approval of the Monitoring Reports – PowerPoint Presentation
- Old Business:
 - Marketing Report for July and August 2017
 - One Stop Services Report - August 2017
 - Regional Performance Reports through July 2017
- Chair/Executive Director Report
- Public Comments

CALL TO ORDER: Ms. John Reeves, Board Chair, called the meeting to order and confirmed there was a quorum present by attendee introductions.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Mr. William Dozier gave the Invocation and Mr. Rod Pearson led the Pledge of Allegiance.

Approval of Consent Agenda:

Mr. Reeves asked if there were any additional agenda items or 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 further agenda items, questions, or request to pull items from the Consent Agenda, he asked for a motion to approve the Consent Agenda as presented and previously discussed and approved by the Executive/Finance Committee.

Mr. Reeves asked for a motion to approve the Consent Agenda as presented.

A motion was made by Mr. Ed Phelan to approve the consent agenda. Mrs. Jennifer Conoley seconded and the motion passed unanimously

NEW BUSINESS:

Approve of the 2017-2018 Demand Occupation List

Ms. German reviewed the current Florida Statewide Demand Occupation List. She provided a list that embolded occupations for which training could be obtained locally.

Mr. Reeves asked for a motion to accept 2017-2018 Demand Occupation list as presented.

A motion was made by Ms. Becca Hardin to approve the 2017-2018 Demand Occupation list. Mr. Rod Pearson seconded and the motion passed unanimously.

Approval to accept the Monitoring Reports

Mrs. Kimberly Bodine reviewed a PowerPoint presentation for the current monitoring reports, which include: Office of Inspector General (OIG), DEO Programmatic Monitoring, SFSP Administrative Review, Financial "In-House" Review and the DEO 2016-2017 Financial Compliance Monitoring Report. She explained any findings and then CSGC's response and actions taken.

Mr. Reeves asked for a motion to accept the Monitoring Report as presented.

A motion was made by Mr. Ed Phelan to accept the Monitoring Report as presented. Ms. Becca Hardin seconded and the motion passed unanimously.

OLD BUSINESS:

Marketing Report through August 2017:

Ms. Nancy Schlagheck reviewed the Marketing Report, which includes social media notes and marketing/public relations activity highlights. She indicated for the next board meeting she would provide data from Google Analytics, which is analyzing the CSGC website.

One Stop Services Report:

Mrs. Maria Goodwin reviewed the newly revised report, which captures numbers for the Job Center, Port St. Joe Community Resource Center and the Franklin County office. This report includes monthly traffic totals for the three counties as well as the year to date numbers.

Regional Performance Reports:

Please see the agenda packet to view the most recent performance reports.

CHAIR/EXECUTIVE DIRECTOR REPORT

Nothing to report.

GOOD OF THE ORDER

Articles to read in the agenda packet.

OPPORTUNITY FOR PUBLIC COMMENT

Mr. John Reeves advised that the Executive/Finance Committee and General Board meetings were always open to the public and their attendance and comments were welcomed.

ADJOURNMENT

There being no additional business, Mr. Reeves adjourned the meeting.