



## **GENERAL MEETING MINUTES**

Jackson County Agricultural Center  
2741 Pennsylvania Avenue, Marianna, Florida  
May 10, 2018 at 6:00 PM (CT)

### **CALL TO ORDER**

A quorum was present and Johnny Eubanks, Chair, called the meeting to order. Debbie Kolmetz led the group in the Invocation and Pledge to the Flag.

#### **The following board members were present:**

Raymond Russell, Janice Sumner, Tom Jenkins, Debbie Kolmetz, Arthur Obar, Travis Ephriam, Donnie Read, Darrin Wall, Zenna Corbin, Andy Jackson, Jesse Smallwood, Sarah Clemmons, Johnny Eubanks

#### **The following board members were absent:**

Mary McKenzie, Jared Banta, Ralph Whitfield, Thomas Mead, Martha Compton, Frances Henderson, Larry Moore, Keith Sutton, Natalie Hardy, Scott Kilpatrick

#### **Others present included:**

Richard Williams, Lauren Morris, Rachael Poole, Debby Wood, Melody Wade, Kenny Griffin (CSC Staff); career youth case management staff

### **PUBLIC COMMENTS**

Johnny Eubanks announced that public comment cards were available for anyone wishing to make a comment.

### **GENERAL MEETING MINUTES**

**Donnie Read made the motion, Arthur Obar seconded the motion and the vote was unanimous to approve the minutes of the March 8, 2018 general meeting.**

### **STATUS OF FUNDS REPORT**

Richard Williams stated that there are no real areas of concern. He explained that Sara and Deena were not able to attend the current meeting but that they had no concerns and he

would be available to answer any questions if needed. He reminded the board that the two-year unallocated funds were able to be carried over.

## **JOINT EXECUTIVE/FINANCE COMMITTEE MEETING**

This was for information only. There were no further comments.

## **REQUEST FOR ACTION ON ELIGIBLE TRAINING PROVIDER LIST**

Before the discussion, Sarah Clemmons and Darrin Wall declared a conflict of interest and abstained from both the discussion and voting. Debby Wood began by reviewing High-Skill/High-Wage (HSHW) Programs on the Regional Demand Occupations List that have previously approved by the board and/or new programs listed as HSHW on the 2018-2019 demand list. No board action was required for this. She then reviewed training programs previously approved by the board that are no longer listed as HSHW on the Regional Demand Occupations List. In order to continue to provide training, approval was needed for four programs that were formerly listed as HSHW, but no longer were on the list. These included: Help Desk Support Technician, IT Support Specialist, Network Systems Technology and Network/Cyber Security at Chipola College. **Donnie Read made the motion, Arthur Obar seconded the motion and the vote was unanimous to approve the programs.** She then requested approval for programs to be added to the 2018-2019 Regional Demand Occupations List. These included: Patient Care Technician (PCT) at Florida Panhandle Technical College and Paramedic/Emergency Medical Technician (EMT) at Chipola College. **Donnie Read made the motion, Arthur Obar seconded the motion and the vote was unanimous to approve the programs.** Debby then reviewed programs that had been removed from the 2018-2019 Regional Demand Occupations List and Local List. These included: Digital Forensics, Elementary Education and Secondary Education. Richard clarified that it would be possible to potentially add these programs back at some point. **Arthur Obar made the motion, Jesse Smallwood seconded the motion and the vote was unanimous to remove the programs from the 2018-2019 Regional Demand Occupations List until additional information is obtained and submitted for review.**

## **REQUEST FOR REVIEW-CARL PERKINS GRANT**

This was for review only. There were no additional questions or comments.

## **REQUEST TO MAXIMIZE EXPENDITURES**

Mr. Williams made the request to maximize expenditures. There was no further discussion. **Donnie Read made the motion, Darrin Wall seconded the motion and the vote was unanimous to approve the request.**

## **NOMINATING COMMITTEE**

Johnny Eubanks then announced the new Nominating Committee. This included: Calhoun County-Mary McKenzie, Holmes County-Debbie Kolmetz, Jackson County-Jared Banta, Washington County-Zenna Corbin and Liberty County Johnny Eubanks to serve as Chair. **Donnie Read made the motion, Arthur Obar seconded the motion and the vote was unanimous to approve the committee.**

## **REVIEW OF THE ONE-STOP QUARTERLY REPORT**

Mr. Williams briefly reviewed the report which was for the 3<sup>rd</sup> Quarter of Program Year 2017-2018. He stated that our One-Stop Operator, Linda Sumblin, noted no concerns.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Williams reported the following:

- He explained that as it currently stands, we should be receiving a little over \$1 million in incentives for our performance over the previous year. We rated number two out of twenty-four in excellence and number three out of twenty-four in improvement on the last published report.
- He briefly addressed the previously discussed situation with CareerSource Tampa. He was asked by the State and the Florida Workforce Development Association to chair a placement task force for the local boards and has been working with CareerSource Florida and the Department of Economic Opportunity on that issue. He will be making a report out for the replacement task force. He reiterated that there are no issues in our region, in fact, some of what we have in place are part of the recommendations that we are making going forward for the state.
- There are some changes in DEO that will be affecting us. Several people have been let go and are no longer there. Richard invited the replacement for the workforce system to come tour our center.

Mr. Williams briefly discussed the Robotics Competition, which was a success. He mentioned that Liberty County won the sportsmanship award for offering their battery to another team. Arthur Obar and Larry Moore were able to attend the competition.

Sarah Clemmons expressed that Chipola College would like to offer a \$500 scholarship to a student interested in attending the welding program. She also praised the tutoring center and the welding group and instructors, who work really well to help get students jobs. They will be having an Open House at Chipola on June 21st for potential students. They will also be starting the clock hour for Fire Science and EMT programs so that it will be eligible for Pell Grant. She commended CareerSource on a job well done and offered any help that Chipola can provide. They want their enrollment to stay high and be able to contribute to the economic development for the community.

We are still having issues getting in the work experience. We will be trying to work with the state to find a solution

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned.