



**NOTICE OF REGULAR MEETING**  
**Park Board of Trustees of the City of Galveston**  
**Workforce Development Committee**  
**Wednesday, January 11, 2023, 9:00 a.m.**  
**Park Board Plaza Board Room - 1st Floor**  
**601 Tremont**  
**Galveston, Texas 77550**

- I. Call Meeting To Order
- II. Pledge Of Allegiance
- III. Roll Call And Declaration Of A Quorum
- IV. Conflict Of Interest Declarations
- V. Requests To Address The Committee  
*The public shall be allowed to provide comment to the committee regarding one or more agenda or non-agenda items. All requests to address the committee must be submitted in writing and can be presented to the committee reporter the day of the meeting or by completing the Public Comment Form available on the Park Board of Trustees website at the following link prior to the start of the meeting:*  
  
[HTTPS://WWW.GALVESTONPARKBOARD.ORG/FORMS.ASPX?FID=65.](https://www.galvestonparkboard.org/forms.aspx?fid=65)
- VI. Discuss And Consider Approval Of Meeting Minutes  
  
Documents:  
  
[12.7.22 - WDC MINUTES DRAFT.PDF](#)
- VII. Discuss And Finalize Plans For 2023 Ball High Elective Night Event (Susan Keeble, 15 Minutes)  
  
Documents:  
  
[2023 BALL HS ELECTIVE NIGHT EVENT.PDF](#)
- VIII. Recap Of 2023 Galveston Independent School District (GISD) VIP Event (Susan Keeble, 15 Minutes)  
  
Documents:  
  
[2023 GISD VIP EVENT RECAP.PDF](#)
- IX. 2022-2023 Committee Work Plan

Documents:

[WDC FY22.23 WORKPLAN.PDF](#)

- X. Future Agenda Items
- XI. Announcements
- XII. Adjournment

***I certify that the above Notice of Meeting was posted in a place convenient to the public, in accordance with Chapter 551 of the Texas government Code, on or before Friday, January 6, 2023, 5:00 p.m.***

**Approved**

Cissy Matthews, Chair, Workforce Development Committee

**Approved**

Marty Fluke, Chair, Park Board of Trustees

**Approved as to Format**

Kelly de Schaun, Chief Executive Officer

**Please Note Members of the City Council may be attending and participating in the discussion.**

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three (3) days prior to any proceeding, contact the Park Board Administration

Office, 601 Tremont, Galveston Texas 77550 (409-797-5147)



## **Park Board of Trustees of the City of Galveston Workforce Development Committee**

12/7/2022 - Minutes

### **I. Call Meeting To Order**

The meeting was called to order at 9:01am.

### **II. Pledge Of Allegiance**

The pledge of allegiance was recited by all present.

### **III. Roll Call And Declaration Of A Quorum**

Roll was called and a quorum was declared.

Committee Members Present: Cissy Matthews, Spencer Priest, Kimberly Gaido, James Clark, Jennifer Lamm, Jeremy Bukac, Jennifer Edenfield 9:03am (remote via ring central).

### **IV. Conflict Of Interest Declarations**

There were no conflicts of interest declared.

### **V. Requests To Address The Committee**

There were no requests to address the committee.

### **VI. Discuss And Consider Approval Of Meeting Minutes**

Motion: James Clark motioned to approve the November 9, 2022, Workforce Development Committee meeting minutes.

Second: Jennifer Lamm seconded.

Approved: 6-0. (Jennifer Edenfield not present at time of vote)

### **VII. Discuss And Finalize Plans For 2023 Learning Community Tours (Susan Keeble, 20 Minutes)**

Susan Keeble gave an overview of participation in the previous year's learning community tours. Jennifer Edenfield reviewed the changes that Galveston Independent School District (GISD) has made to this event. GISD has added an elective night which will showcase to incoming students, and their parents, all electives offered at Ball High and the career pathways they provide. The committee decided to provide participation in both events, the community learning tours and the elective night.

### **VIII. Discuss And Finalize Plans For 2023 VIP Event (Susan Keeble, 20 Minutes)**

Susan Keeble recapped the VIP event from the previous year and the committee finalized the plans for this year's VIP event which will be held on January 10, 2023.

### **IX. 2022-2023 Committee Work Plan**

Cissy Matthews reviewed the current standing of the 2022-2023 Workforce Development Work plan with the committee.

X. Future Agenda Items

- Recap of VIP event
- Discuss plans for January 18th Elective Night event

XI. Announcements

The committee members announced the upcoming events at their organizations.

XII. Adjournment

The meeting was adjourned at 9:40am.



**Agenda Item:** Discuss and Finalize Plans for 2023 Ball High Elective Night Event

**Background:** Included in the Annual Work Plan for January 2023 is committee participation in Ball High School events to build relationships with parents and students and provide support for the hospitality, culinary, and attractions programs at Ball High School and Galveston College.

Last year's event, held at Ball HS, included industry and academic representatives. The committee will finalize the date, location, participants, content, and plans for the 2023 event.



**Agenda Item:** Recap of 2023 Galveston Independent School District (GISD) VIP Event

**Background:** Included in the Annual Work Plan for January 2023 is committee participation in a VIP Event for GISD staff to continue to build relationships and support for the hospitality, culinary, and tourism programs at Ball High School and Galveston College.

This year's event is to be held at Gaido's on January 10 with over 25 invitees. The committee will discuss the event and make recommendations for any changes to improve future events.

**Workforce Development Committee Annual Work Plan FY23**

**Quarter 1**

<i>October</i>	<i>November</i>	<i>December</i>
Review Summer Internship Program Approve Annual Work Plan and Communications Plan	Plan for January Learning Community Tours Plan for January VIP Program for Principals/Counselors	No meeting

**Quarter 2**

<i>January</i>	<i>February</i>	<i>March</i>
Finalize plans for January events Participate in CTE and Learning Community Tours Participate in VIP Program for Principals and Counselors	Review seasonal recruiting plan and materials targeted at students in hospitality programs.	Review Dual Credit Programs and Enrollments

**Quarter 3**

<i>April</i>	<i>May</i>	<i>June</i>
Discuss and Plan Tourism Summit Opportunities Review Grant Opportunities for next school year	Participate in Tourism Summit Review School-year Internship Program	No meeting

**Quarter 4**

<i>July</i>	<i>August</i>	<i>September</i>
No meeting	No meeting	Discuss Annual Work Plan Updates or Changes Review Communications Plan

On-going agenda items: