



NOTICE OF REGULAR MEETING
Park Board of Trustees of the City of Galveston
Workforce Development Committee
Wednesday, February 8, 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:

[1.11.23 - WDC MINUTES DRAFT.PDF](#)
- VII. Recap Of 2023 Ball High School Elective Fair (Susan Keeble, 15 Minutes)

Documents:

[2023 ELECTIVE FAIR.PDF](#)
- VIII. Review Seasonal Recruiting Plan And Materials Targeted At Students In Hospitality Programs (Susan Keeble, 15 Minutes)

Documents:

[2023 SEASONAL RECRUITING.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 February 3, 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

1/11/2023 - Minutes

I. Call Meeting To Order

The meeting was called to order at 9:05 am.

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, Mar Jurado.

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: Spencer Preist motioned to approve the December 7, 2022, Workforce Development Committee meeting minutes.

Second: Kimberly Gaido seconded.

Approved: 8-0

VII. Discuss And Finalize Plans For 2023 Ball High Elective Night Event (Susan Keeble, 15 Minutes)

Jennifer Edenfield gave updates on the Galveston Independent School Districts current plan for the Ball High Elective night event. The committee discussed and prepared for their involvement for this event.

VIII. Recap Of 2023 Galveston Independent School District (GISD) VIP Event (Susan Keeble, 15 Minutes)

Susan Keeble gave a recap of the VIP Event that took place on January 10, 2023. Cissy Matthews reported that the event was a great success and attendance was high.

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 Elective Fair involvement.
- Seasonal Recruiting.

XI. Announcements

The committee members announced the upcoming events at their organizations.

XII. Adjournment

The meeting was adjourned at 9:48am.



Agenda Item: Recap of 2023 Ball High School Elective Fair

Background: Included in the Annual Work Plan for January 2023 is committee participation in Career and Technical Education (CTE) and Learning Community Tours. Due to scheduling changes in the eighth-grade tours and feedback from teachers, the Committee will focus our efforts on the Elective Fair moving forward. The Committee will participate in this event to interact with students and parents to continue to build relationships and interest in the hospitality, culinary, and tourism programs at Ball High School and Galveston College.

This year's event is to be held at Ball High School on January 25 and is open to students, parents, and the community. The committee will discuss the 2023 event and make recommendations for any changes to improve future events.



Agenda Item: Review Seasonal Recruiting Plan and Materials Targeted at Students in Hospitality Programs

Background: Included in the Annual Work Plan for February 2023 is reviewing the seasonal recruiting plan and materials targeted at students in hospitality programs.

The committee will discuss recruiting plans targeted at matching students in hospitality, culinary and tourism programs with local summer positions and internships. The committee will also review materials/communications and distribution methods to get this information to students and parents.

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: