



MEMORANDUM

TO: Mayor & City Commissioners

VIA: Jonathan H. Hayes, City Manager
Leslie A. Glaze, City Clerk-Treasurer

FR: Sheila Ware, Housing & Community Services Director

CC: Nevin J. Zimmerman, Esq., City Attorney
Brandy L. Waldron, Assistant City Manager
Jared Jones, Assistant City Manager

DT: October 16, 2026

RE: AFTER SCHOOL ASSISTANCE PROGRAM (ASAP) ADVISORY BOARD

The purpose of this memorandum is to formally present the individuals recommended for appointment to serve on the After School Assistance Program (ASAP) Advisory Board. These candidates are being recommended based on their demonstrated commitment to youth development and their collective expertise in education, academic enrichment, community service and family engagement. Their diverse backgrounds will ensure strong and well-rounded representation on the Board.

Recommended Appointees:

Ciara Davis – Parent Representative

Affiliated with the ASAP Program for three years with two children currently enrolled. Holds a Master's Degree in Clinical Social Work and serves as the Director of Client Services for BASIC NWFL.

LinCherria Barnes – Parent Representative

Affiliated with the ASAP Program for two years with three children enrolled. United States Air Force Veteran specializing in diversity advocacy.

Billy Carstarphen – Community Civic Leader

Volunteer and mentor with the ASAP Program for 22 years. Captain of the Community Service Section with the Panama City Police Department.

Shari Steele – Local Business Owner

Director and owner of Shari’s Children Academy, providing full -time childcare and after-school programs for 13 years, focusing on positive learning environments and family support.

Scott Clemons – Community Civic Leader

President of the Clemons Company. Former Chairman of Bay County Chamber of Commerce, Early Education and Care, Goodwill Industries, and Board of Trustees of Bay Medical Center. Served as Mayor of Panama City Mayor 2007-2011. The Clemons family has been affiliated with ASAP for 25 years.

Kelly Forehand – Education Leader

Principal of University Academy and President of One Positive Place. Supporter of ASAP for the past 15 years.

Phyllis Grier – Community Service Leader

Executive Director of Goshen Community Resource & Recovery Center. Collaborates with local agencies to provide after-school resources for families since 2019. Instrumental in bringing the Florida Children’s Initiatives Grant to Bay County in 2025.

Leslie Glaze – City Clerk-Treasurer

City Clerk-Treasurer for the City of Panama City. Brings experience in nonprofit and grant consulting.

Jan Floyd – Community Supporter

Board Member of One Positive Place and former Board Member of the Friends of ASAP. Twenty-year volunteer with hands on experience working directly with youth who attend ASAP.

These individuals bring strengths in advocacy, program management, youth development, education, and community engagement. The Advisory Board will provide strategic insight and recommendations to ensure the program continues to support the academic success and well-being of participating students.

Staff respectfully request the Commission’s approval of these recommended appointments.