



**Board of Directors Meeting \* February 6, 2019 - 8:30 a.m.  
415 Racetrack Rd NE - FWB, City Plaza conference room**

**Call to Order:** Chair BJ White called the CareerSource Okaloosa Walton (CSOW) Board of Directors meeting to order at 8:35 a.m.

**Present were:**

Dr. Barbara "BJ" White	Juliet Milam	Dr. Jack Azzaretto
Scott Seay	Al Ward	Michael Erny
Sam Burkett	LaVonne Vasquez	Diane Jackson
Louis Erickson	April Branscome	Phyllis Gonzalez
Dr. David Miller	Bill Imfeld	Pam Tedesco
Wyndy Crozier	Maureen Castano	Daniel Harper

**CSOW staff members present:**

Michele Burns	Kelly Jordan	Sue Berntsen
Will Miles	Art Lee-Drewes	Therese Baker

**Pledge of Allegiance**

**Approval of Minutes:** David Miller asked if there were any corrections or comments on the December 5, 2018 Board meeting minutes as distributed.

<i>A motion by Sam Burkett, seconded by Michael Erny to approve the December 5, 2018 minutes as presented.</i>	<i>All Ayes.</i>
--	------------------

**Dept. of Economic Opportunity Performance Presentation:** Maureen Castano and Daniel Harper reviewed the 2017-18 Performance report for LWDA2 which is in the packet. They covered workforce structure and service delivery, financial and participant overview and program performance for 2017-18. Program findings were down to two from five the previous year. There were no financial findings. A copy of the presentation will be emailed after the meeting.

**Training Contract Approval:** Kelly Jordan presented information to authorize signing of a contract with the University of West Florida for Microsoft Office 365 training for CSOW staff. The contract amount will not exceed \$3,000. Two sessions will be conducted in one day to allow staff to attend without disrupting services.

<i>A motion by Juliet Milam, seconded by Sam Burkett to authorize signing a Microsoft Office 365 training contract with UWF.</i>	<i>All Ayes.</i>
<i>Abstaining from the vote: David Miller – employed by UWF</i>	

**Finance Committee:** The Finance Committee has not met since the last Board meeting. New members are needed and encouraged to contact Michele Burns to be included. The next meeting is tentatively scheduled for March 3, 2019.

**Executive Committee:** BJ White stated the Executive Committee did not meet in January, and the next meeting is scheduled for March 6, 2019. A Board member Orientation was held after the Dec 6<sup>th</sup> Board meeting, and packets from the meeting are available if needed. Orientations are planned yearly. BJ White, Juliet Milam, Michele Burns and Kelly Jordan will travel to Washington D.C. in March for NAWB Forum 2019.

**Business Competitiveness Council:** Chair Jack Azzaretto said the next meeting is scheduled for March 14, 2019 at 8:30am.

**Career & Youth Council:** BJ White reported the Council is on track with their reviews and tasks.

### **PARTNER UPDATES:**

**Okaloosa Schools** – April Branscome said they are partnering with NWFSC and The Hsu Foundation for a Manufacturing Academy which is a \$1 million project. A Jump Start project in computer coding will bring computer coding to 4<sup>th</sup> graders. A carpentry program is starting at Pryor Middle School. It is hoped a Triumph grant will bring career exploration programs to multiple schools. Marcus Chambers is the new Okaloosa Superintendent.

**University of West Florida** – David Miller announced two new bachelor's degree programs in Communications and Computer Science will be at the Ft Walton Beach campus in their entirety beginning next fall. The Board of Trustees will meet March 20 at the FWB campus.

**Emerald Coast Technical College** – Wyndy Crozier said ECTC received a Triumph grant in partnership with Walton County Sheriff's Dept. DRIVE will build a pad for CDL training and initial courses for inmates in welding and HVAC. A new building will house the new programs. They are preparing for the accreditation team coming next month. They are at a new peak occupancy with the highest attendance every. New programs cannot be started within six months before or after the accreditation visit.

**Northwest Florida State College** – Michael Erny said they are developing several new academic programs. They are expanding workforce training and preparing for a center for building trades and industrial training, short term and non-degree.

**Vocational Rehabilitation** - Diane Jackson said they exceeded their 15% requirement for in-school youth. Placements for adults with partners are always needed, either OJT or apprenticeship. VR can pay 100 of wages, FICA and workers' comp costs. They are focusing on building relationships with employers.

**Dept. of Children & Families** – Phyllis Gonzalez reported they are trying to increase child care capacity via family homes in both Okaloosa and Walton counties. There is currently no availability for infants and toddlers. They are working with legislators for appropriations to increase the capacity.

Military Update – LaVonne Vazquez announced the next Panhandle Job Fair is March 8<sup>th</sup>. The Tri-County Partnership is discussing the bases and the communities working together to bring in funds to build capacity because of the influx of Tindall AFB people. There have been seven or eight people hired from their internships. Another Early Bird Career Fair is planned. Career Readiness has added military spouses to their goals and a CSOW Military Spouse Advocate will be at Hurlburt Field two days a week.

Walton Economic Development Alliance - Bill Imfeld said Gulf Power granted \$12K for site selection. Walton County's Triumph application for 331 was denied, so the program was given to WEDA and a modified application is being filed. They are recruiting specific military related projects. Over the next five years the weapons testing program will migrate from Wright-Patterson AFB, OH to Eglin. Engineering, IT and Artificial Intelligence contractors will be needed and they are recruiting for Walton County for training and jobs.

**Executive Director's Report:** Michele Burns said the Ft Walton Beach center remodel is in progress. The new furniture is being installed Monday Feb 18<sup>th</sup>, the Presidents' Day holiday, to minimize disruption. The completion should result in a better experience for clients.

She thanked the staff for their efforts when the Finance and Program monitoring were conducted the same week. Much was learned, and additional training will be conducted. Welfare Transition training is on hold as there is a hold on DEO travel.

New Board members have been nominated and are being submitted to the respective Boards of County Commissioners for approval along with the required WIOA Infrastructure Funding Agreements. HUD still needs to appoint a new representative.

BJ White, Michele Burns and Kelly Jordan will attend the CareerSource Florida Board meeting Feb 11 – 13 in Tallahassee.

Annual Financial Disclosure forms are due by July 1<sup>st</sup> for those who were members of the Board as of Dec 31, 2018.

**Chair Comments:** BJ White commented about the excitement generated by technical and trade education. Preparing youth for local jobs is important. She is no longer with American Elite Molding and is with the Hsu Foundation.

**Roundtable Comments:**

- Juliet Milam reminded attendees about the Gulf Power Economic Symposium March 17 & 18 at Sandestin Resort.
- Bill Imfeld said the annual Military Fly-In to Washington D.C. is March 11
- Diane Jackson asked about child care at business or co-ops. Eglin and Hurlburt raised wages to keep employees.
- Louis Erickson commented that Bit-Wizards has several tiers that are female dominated but engineering is male dominated, and they allow flexible hours or to bring children to work as part of the benefits, but theirs is a unique industry which allows such flexibility.

Bit-Wizards has been in the Florida Trend Top 10 Places to Work for eight years in a row. They track work rather than leave.

- April Branscome said a Gulf Power Foundation grant of \$14.5K per year for the next five years for marketing and they will be focusing on girls in STEM & IT
- BJ White said the progress of girls and underprivileged children in STEM is encouraging.
- Louis Erickson offered his presentation about youth making choices and the long-term consequences to anyone interested.

**Adjournment:** The meeting was adjourned at 9:35 am.

**The next Board meeting is scheduled for April 3, 2019.**

DRAFT