



Board of Directors meeting * March 13, 2024 – 9:00am.

Call to Order: Pam Tedesco called the meeting to order at 9:01am. She welcomed new Board members Commissioner Paul Mixon and Jennifer Fleming.

Attending were:

Bob Bennett	April Branscome	Wyndy Crozier
Kevin Crystal	Jean Ann Encardes	Louis Erickson
Jennifer Fleming	Ron Garriga	Bernard Johnson
Uriah Matthews	Dr. Jeff McGill	Joel Paul
Rebecca Pazik	Leslie Sheekley	Nathan Sparks
Pam Tedesco		

CSOW staff members present:

Michele Burns	Kelly Jordan	Shawn Knobel
Will Miles	Sue Berntsen	

Mission Moment: The Missions Moment had to be postponed due to technical difficulties.

Approval of Minutes: Leslie Sheekley presented the December 6, 2023 minutes with no questions or comments from the Board.

A motion by Wyndy Crozier, seconded by Ron Garriga, to approve the Dec 6, 2023 minutes as presented. All Ayes.

Interlocal Agreement: Michele Burns and Will Miles reviewed the update of the Interlocal Agreement. Once approved by the Board it will be presented to the Boards of County Commissioners. It is a four-year agreement covering internal controls, functions and fiscal responsibilities and responsibilities of the Chief Local Elected Official (CLEO).

A motion by Wyndy Crozier, seconded by Louis Erickson, to approve the updated Interlocal Agreement as presented. All Ayes.

Partner Memoranda of Understanding (MOU): Will Miles presented and reviewed the Memoranda of Understanding required between CSOW and seven local Partners. The MOUs are required by both education and workforce regulations and outline how seamless and integrated service will be delivered. The Partners are:

- Senior Employment
- Vocational Rehabilitation
- Northwest Florida State College
- Okaloosa Technical College
- Blind Services
- Tri-County Community Council
- Emerald Coast Technical College

A motion by Wyndy Crozier, seconded by April Branscome, to approve the respective MOUs between CSOW and Sr. Employment, Blind Services and Vocational Rehabilitation as presented.
All Ayes.

A motion by Wyndy Crozier, seconded by Jean Ann Encardes, to approve the MOU between CSOW and Tri-County Community Council as presented.
All Ayes.
Joel Paul abstained due to his employment by TCCC.

A motion by Wyndy Crozier, seconded by Jean Ann Encardes, to approve the MOU between CSOW and Northwest Florida State College as presented.
All Ayes.
Jeff McGill abstained due to his employment by NWFSC.

A motion by April Branscome, seconded by Leslie Sheekley, to approve the MOU between CSOW and Emerald Coast Technical College as presented.
All Ayes.
Wyndy Crozier abstained due to her employment by ECTC.

A motion by Wyndy Crozier, seconded by Louis Erickson, to approve the MOU between CSOW and Okaloosa Technical College as presented.
All Ayes.
April Branscome abstained due to her employment by Okaloosa Schools.

Local Operating Policies (LOPs): Will Miles presented two new LOPs relating to Youth Programs.

- WIOA Youth Supportive Services Policy will prevent duplication of resources and services, establish limits on the amount and duration of services and ensure compliance with Uniform Guidance.
- Food and Beverage Purchases for Youth will provide funds for the purchase of food and beverages for youth program participants.

A motion by Ron Garriga, seconded by Wyndy Crozier, to approve the two Youth LOPs as presented.
All Ayes.

Eligible Training Provider Application: Will presented the initial Training Provider Application for National Training, Inc. Their programs are Class A CDL and Heavy Equipment Operator.

A motion by Wyndy Crozier, seconded by Jean Ann Encardes, to approve Application as presented.
All Ayes.

Individual Training Account (ITA): An ITA facilitates access by payment. It is a payment agreement with a training provider. The presented ITA is with Fortis Institute.

A motion by Wyndy Crozier, seconded by Jean Ann Encardes, to approve the Fortis ITA as presented.
All Ayes.

Finance Committee: Bob Bennett reviewed the Budget versus Actual spending as of Jan 31, 2024. There are new grants listed. HOPE grant is a two-year grand and no referrals have been received so far.

A motion by Louis Erickson, seconded by Ron Garriga, to accept the Budget vs. Actual as presented. All Ayes.

Education and Industry Consortium: Michele Burns announced a new member was just appointed to the Consortium, bringing the total to 14. More members are welcome, but they cannot be members of the Board of Directors. The first meeting will be March 28 at 9:00!

Executive Committee: Pam Tedesco reviewed an electronic meeting to approve removing Zel Woodfaulk from CSOW accounts as she is no longer working with us.

Executive Director's Report: Michele Burns reported she and Kelly Jordan attended the CSF Board meeting in February. CSF approved the Regional Group for Regions 1-4. A four-year plan for the Regional Group is required. This is one of two original pilot groups.

The Okaloosa College and Career Fair was held yesterday, with 230 students participating. Educate the Educator is being planned for next month, and there have been multiple job fairs held recently.

Partner Updates

Okaloosa Schools – April Branscome said March 28th is Career Signing Day at Maddie Kelley Arts Center NWFSC. Three hundred students are participating. The Nursing Academy ribbon cutting is April 1st at 10:00am. April is planning to retire by June of this year. Jennifer Beasley, the current Assistant Principal at Choctaw HS will be moving to her position.

ECTC – Wyndy Crozier reported they are partnering with CSOW for a Career Fair April 23rd. The Nursing building extension is progressing and they will also update the current building. They are hiring for the Career Pathways program and will hire more as the program expands. They are working on a PN program for their Watersound location.

NWFSC – Dr. Jeff McGill announced Dr. Henry Mack is the new VP of Academic Affairs. They are working to improve their programs and coordinate better with FleetForce CDL programs and are expanding their nursing program including a new building with Triumph grant funds.

ERAU – Ron Garriga congratulated April Branscome on her retirement and Career Signing Day and looks forward to Educate the Educators. He spoke about AI and Advanced Air Mobility challenges, both of which are the future. They just signed an agreement with Women & Drones, where they will be the education provider for the organization.

One Okaloosa – Nathan Sparks announced that an Area Development magazine report ranked the Crestview/Ft Walton/Destin MSA #12 in the country, #4 for mid-sized MSAs and #20 in prime workforce. Their next Roundtable is March 26th, registration closes this Friday. The Defense Support Initiative committee is headed to Washington D.C. to advocate. Project Sound is on hold.

because of continuing resolutions rather than a new budget being approved. Business expansion in the area is related to affordable housing. TeCMEN Industry Day is May 15th.

Walton Economic Development Association – Uriah Matthews said he has just completed his first year and they have expanded their public/private partnership to 12. The Business Leadership Council is March 15th. HCA Twin Cities Hospital is building a free-standing ER at I-10 & 331.

Tri-County Community Council – Joel Paul said they serve seven counties and appreciate the CSOW partnership.

Chair’s Comments: Pam Tedesco said the FWDA has expanded their Board to include a “plus-one” from each Region in addition to the Executive Director. She is representing LWDA 2 and is on the Executive Committee as well. The 2024 Summit is being planned, and Kelly Jordan is chairing the planning committee. There will be 500 front-line staff attendees for 2.5 days of training. Pam also commended CSOW for monitoring legislation and our effective and transparent services. There have been issues elsewhere in the State, but they don’t directly impact us, but do impact the system.

Will Miles announced that the program information in today’s meeting in addition

Roundtable: the floor was opened for additional comments:

- Will Miles announced that the program information covered in today’s meeting, along with Conflict of Interest and Sunshine Law, which requires public meetings, reasonable notice, and minutes, qualify as Board refresher training. Pam encouraged everyone to also review the video sent out periodically.
- Louis Erickson spoke of promoting entrepreneurship and education. Bit-Wizards is hosting the Honor Foundation on April 23rd and partnering with OTC for IT people to come in just before Industry Day. There is a job shadow on their website. He also mentioned Take Stock In Children. Bit-Wizards has split, remaining managed services and transferring software to TalkingParents. He also talked about classes in productivity, and AI, encouraging everyone to become educated about and comfortable with it, because it is the future.

Adjournment: There being no further business, the meeting was adjourned at 10:25am.

The next Board meeting is scheduled for September 4, 2024, at 9:00 am.