



**Board of Directors Meeting * April 5, 2017 - 8:30 a.m.
415 Racetrack Rd NE - FWB, City Plaza conference room**

Call to Order: Pam Tedesco called the CareerSource Okaloosa Walton (CSOW) Board of Directors meeting to order at 8:30a.m.

Present were:

Pam Tedesco	Dr. David Miller	Al Ward
Alonzo Smith	Dr. Jack Azzaretto	Dennis Sherwood
Bill Dillman	Alan Baggett	Joel Paul
Charlie Morse	Scott Seay	Meg Norwood
Nathan Sparks	Bill Imfeld	Diane Jackson
Martha Miller	April Branscome	Susan MacDonald
Lynn Wilson	Jerry Miller	

CSOW staff members present:

Linda Sumblin	Art Lee-Drewes	Sue Berntsen
Kelly Jordan	Will Miles	Gaby Leysath
Terry Cowan	Rita Smith	Brittany Barnes
Cindy Critcher	Brad Balfanz	

Refreshments were donated, no CSOW funds were expended.

Pam Tedesco announced she is serving as Interim Chair as requested by the Executive Committee as Kellie Jo Kilberg has stepped back from her Chair duties for a short period.

The Pledge of Allegiance

Moment of Silence for Gold Star Wives Day

Approval of Minutes: Dr. David Miller asked if there were any corrections or comments on the Feb 1, 2017 Board minutes as distributed.

<p><i>A motion by Al Ward, seconded by Jack Azzaretto to approve the Feb 1, 2017 minutes as presented.</i></p>	<p><i>All Ayes.</i></p>
--	-------------------------

Executive Committee: Pam Tedesco reported the Executive Committee met March 31st & reviewed Ad Hoc Committee reports. She then asked Martha Miller, as Chair of the Executive Director Selection Committee, to report. Other Committee members were Jack Azzaretto, Nathan Sparks, Dennis Sherwood, Jennifer Grove and David Goetsch. The selection process and timeline was reviewed. There were six applicants, three were interviewed March 28th. The Committee recommends that Michele Burns be offered the position.

A motion by Bill Dillman, seconded by Al Smith to approve offering the Executive Director position to Michele Burns *All Ayes.*

Audit Committee: Committee Chair Bill Dillman reported for members Dave Miller and Joel Paul, and the timeline and process were reviewed. The Committee met March 22nd, there were four proposals. After review, one was disqualified as incomplete. Pricing was not reviewed until after the proposals were ranked. The Committee recommends offering the Audit Services contract to James Moore & Co. for a three-year term with two one-year renewal options.

A motion by Nathan Sparks, seconded by Alan Baggett to offer James Moore & Co. the Audit contract. *All Ayes.*

One Stop Operator: Linda Sumblin reported that Al Ward, Scott Seay and Ron Garriga served on the One-Stop Operator Selection Committee. An RFP was released Feb 10th, but no proposals were received. Upon contacting the State, it was recommended that the Board can serve as One-Stop Operator with appropriate firewalls in place. Recommendation to the Board of Directors is for CSOW to serve as One-Stop Operator.

A motion by Dave Miller, seconded by Bill Dillman to request approval of the Okaloosa & Walton Boards of County Commissioners to serve as One-Stop Operator. *All Ayes.*

Finance Committee: Bill Dillman reported that the Finance Committee met March 31st and reviewed Budget Mod #4. Changes to items were reviewed including PFM incentives.

A motion by Jack Azzaretto, seconded by Dave Miller to approve Budget Mod #4 as presented. *All Ayes.*

Business Competitiveness Council: Jack Azzaretto reported. Keeping the Targeted Occupation List up to date is a priority. Adding Home Health Aid to the UWF list is the first recommendation.

A motion by Al Ward, seconded by Bill Dillman to approve the addition of Home Health Aid to the UWF list. Jack Azzaretto and Dave Miller abstained. Otherwise: *All Ayes.*

Recommendation to add to the Eligible Training Provider List (ETPL), Northwest Florida State College for Radiography and the University of West Florida for Computer & Information Systems Manager and Home Health Care Aid.

A motion by Bill Dillman, seconded by Al Ward to approve ETPL additions as presented. Dave Miller, Jack Azzaretto and Dennis Sherwood abstained. Otherwise: *All Ayes.*

WIOA legislation requires each LWDA to designate Sector Strategies, information with recommendations is in the packet.

A motion by Alan Baggett, seconded by Bill Imfeld to approve designating Sectors as presented. All Ayes.

PFM also requires identification of four Sectors. A recommendation of fives Sectors, to be modified down to four when more information is received, is in the packet.

A motion by Bill Imfeld, seconded by Nathan Sparks to approve designating PFM Sectors as presented. All Ayes.

PARTNER UPDATES:

UWF – Jack Azzaretto reported that UWF will install the new President in April.

NWFSC – Dennis Sherwood reported a new President in place and new programs for the Fall, including two new Bachelor's degrees.

Walton County Schools – Charlie Morse said that they are increasing enrollment at the schools and everyone is in assessment mode for the next six weeks.

Okaloosa County Schools - April Branscome said Okaloosa is working on obtaining an automotive certification and on dual enrollment with NWFSC. The Allied Healthcare program at Crestview is bursting, and the welding lab needs to be updated. Equipment is being moved to accommodate changes and programs.

Vocational Rehabilitation – Diane Jackson said Voc Rehab is fully staffed at all high schools and continues to look for vendors to provide services. CSOW is registered to provide pre-employment services.

Okaloosa County EDC –Nathan Sparks said there are 24 active projects, with six being local expansions and the remaining new. The Legislative session is about half way completed. HB 7005 passed, eliminating funding for Enterprise Florida and Quick Response Training, but as of now there is no companion Senate bill and the Senate budget does include funding. The House and Senate are negotiating Triumph Gulf Coast funding which should be available July 1st.

Walton County EDA – Bill Imfeld said Walton County is working on nine projects, three tied to Sectors. The US 331 water project continues, with the Freeport area growing and affordable workforce housing is being sought.

Board of County Commissioners Liaisons – New representatives have been appointed, Commissioner Graham Fountain for Okaloosa and Commissioner Melanie Nipper for Walton. Today Commissioner Nipper is represented by Susan MacDonald.

NAWB Forum 2017 - Pam Tedesco, Nathan Sparks and Kelly Jordan attended the Forum in Washington D.C. with about 1700 attendees total. There were dozens of workshops to

choose from for every session. Two in particular included information about on-line FDIC financial literacy training to fulfill WIOA requirements and a NAWB online tutorial tool that covers the roles and responsibilities for WIOA legislation. Kelly discussed WIOA and performance measures and Nathan Sector Strategies information. TeCMEN may be a convener and soft skills have new importance and emphasis.

Executive Director's Report: There is a written report in the packet from Linda Sumblin. She was able to coordinate with Debbie McMullen, who will attend BCC meetings. There is funding available for innovation grants from CSF until the end of the year. Budget for the upcoming year will include Rural funding with a possible increase, and Military Family Employment Advocate program. Linda met with newly-named CSF President Michelle Dennard and discussed a pilot program for Veteran Spouse services.

Chair Comments: Pam Tedesco announced a retirement celebration for Linda April 6th, and thanked her for her dedication and service. Linda thanked the Board in return for the opportunities she was granted and for their service.

Roundtable Comments:

- Board members expressed their individual appreciation to Linda.
- Alan Baggett said that BIA is a staff of two, but they provide many continuing education credit opportunities to local construction at reasonable cost. There are current construction curriculum concerns they are working on updating. Also, a rain barrel raffle is being conducted benefiting the Art Departments of both Walton and Okaloosa County schools.
- April Branscome said the Manufacturing Academy has registered 50 students for next year.

Adjournment: The meeting was adjourned at 9:45am.

The next Board meeting is scheduled for June 7, 2017