



**Board of Directors Meeting * June 5, 2019 - 8:30 a.m.
415 Racetrack Rd NE - FWB, City Plaza conference room**

Call to Order: Chair Barbara White called the CareerSource Okaloosa Walton (CSOW) Board of Directors meeting to order at 8:32 a.m.

Present were:

Dr. Barbara "BJ" White	Dr. Jack Azzaretto	Bill Dillman
Dr. David Miller	Michael Erny	Sam Burkett
Michelle Crocker	LaVonne Vasquez	Alan Baggett
Nathan Sparks	Diane Jackson	Bill Imfeld
Pam Tedesco	Wyndy Crozier	Patrick Wright

CSOW staff members present:

Michele Burns	Kelly Jordan	Sue Berntsen
Will Miles	Therese Baker	Art Lee-Drewes
Brad Balfanz	Mary Travis	Babette Southard
Lashunda Thomas	Randy Hunter	Valerie McLaughlin
Terry Cowan		

Pledge of Allegiance

CareerSource Gulf Coast: Executive Director Kim Bodine presented a video "Hurricane Michael Reflection" showing some of the devastation in the CSGC/Panama City/Bay County area and the following support and recovery efforts. She spoke of the CSGC staff and area residents who lost homes, jobs and businesses and the after-effects of the storm. Multiple Boards and the State sent teams to assist. She estimated 10K first responders were in the county, and they registered 10K people for assistance in three months. There are no words to express their gratitude for the assistance provided. Awards were presented to Terry Cowan, Valerie McLaughlin, Mary Travis, Rickelle Giles, Babette Southard, Randy Hunter, Lashunda Thomas and Michele Burns. Michele commented that all staff were willing to assist if needed. CSGC is anticipating a long recovery but looks forward to the future.

Approval of Minutes: David Miller asked if there were any corrections or comments on the April 3, 2019 Board meeting minutes as distributed.

A motion by Alan Baggett, seconded by Bill Dillman to approve the April 3, 2019 minutes as presented. All Ayes.

Nominations Committee: Alan Baggett reported for Committee Chair Al Ward that the Committee, consisting of Al Ward, Alan Baggett and Michelle Crocker, met May 22nd to review the proposed slate of Officers for 2019-20. The Slate is in the packet, and all have agreed to

serve if elected. They reviewed the by-laws to ensure proper process. The floor was opened to additional nominations, there were none.

A motion by Bill Imfeld, seconded by Nathan Sparks to approve the Slate of Officers for 2019-20 as presented.
All Ayes.

Finance Committee: Bill Dillman said the Finance Committee recommends changing the bank accounts to have a separate account for discretionary funds of about \$200K so it will be interest-bearing and separate from other funds. The account will be at Regions with other accounts. Rates were discussed.

A motion by Sam Burkett, seconded by BJ White to approve bank account changes as presented.
All Ayes.

Therese Baker reviewed Budget Modification #4, included in the packet. There was some additional funding in RESEA, with the total budget at \$5,548,045.

A motion by David Miller, seconded by Alan Baggett to approve Budget Mod #4 as presented.
All Ayes.

Therese then reviewed the Initial Budget for 2019-20. These are estimates of carry-forward pending closeout of the current year and the new budget totaling \$3.8M, \$700K is Performance Funding carry-forward. Jack Azzaretto commented on the excellent administrative cost percentage.

A motion by Jack Azzaretto, seconded by David Miller to approve the Initial Budget 2019-20 as presented.
All Ayes.

Bill Dillman commented that this year's budget is good but next year's may be significantly lower, the Committee will be conservative and cautious about on-going expenditures.

Executive Committee: BJ White said the Committee met May 1st and voted to move forward with the Triumph training grant with CareerSource Escarosa and Capital Region. The grant would be for five years and train up to 100 additional students per year. The Exec Committee will not meet July 3, 2019 as scheduled. The next meeting will be Sept 4, 2019.

Business Competitiveness Council: Chair Jack Azzaretto said the BCC met May 9th and he presented the Regional Demand Occupations List (RDOL) and:

Action Item #1, a request for approval to reinstate occupations to the RDOL for PY 2019-20 which were not included on the RDOL approved by Workforce Estimating Conference/CareerSource Florida.

A motion by Jack Azzaretto, seconded by Bill Dillman to approve the reinstatement of occupations as presented.
All Ayes.
Abstaining from the vote: David Miller, employed by UWF and Michael Erny, employed by NWFSC, both of which provide training programs.

Career & Youth Council: No report at this time but will be meeting soon to discuss the audit for next year.

PARTNER UPDATES:

Emerald Coast Technical College – Wyndy Crozier had no update at this time.

Vocational Rehabilitation – Diane Jackson reported that VR is fully staffed at all locations. They are currently revising policies and procedures and recruiting partners for pre-employment services and OJT. They have a VR Camp summers, weekends and holidays.

University of West Florida – David Miller reported most summer classes are being offered online. The communications major will begin in the fall.

Northwest Florida State College – Michael Erny had no updates for NWFSC.

Okaloosa Economic Development Council – Nathan Sparks reviewed the Roundtable on Entrepreneurship. They are considering an incubator to assist new businesses - a feasibility study confirmed the need. The third TeCMEN Industry Day is August 29th at Emerald Coast Convention Center, booths are still available.

Walton Economic Development Alliance - Bill Imfeld said there have been inquiries from manufacturing companies for Walton County. There is a concern that there are not large enough workforce numbers to support 300+ jobs, the EDA is working with the companies. The Triumph application for water & sewer along 331 south of I-10 will be considered at the June 20th meeting. Negotiations for property for an industrial park are on-going. Funds for a pump station are included which would impact the industrial park and the Vets Lodge. Workforce housing in northeast Walton county is being worked and would draw employees to the area.

Military Update - LaVonne Vasquez reported Hurlburt Field is having a teen job and volunteer fair Thursday and another Early Bird Career Fair in October.

Executive Director's Report: Michele Burns discussed the CareerSource Tampa Bay and Pinellas report released May 16th. This is an isolated incident but will likely affect all Boards and there will be increased data analysis and monitoring. Strengthened policy guidance and training is expected. There were \$17.643M in disallowed costs for the two Boards. The report will be reviewed locally to ensure CSOW compliance.

The Open House was a great success. Mary Lazor mentioned in her remarks the great transparency in LWDA 2. The Summer Youth program has 87 in-school students registered. The age was lowered to include 14-18 year-olds. There are three locations planned: Ft Walton Beach, Niceville and DeFuniak Springs. There will be classroom instruction/resume and two weeks work experience. The work experience will be reviewed and added to the resume. Certifications in CPR and food service will be earned.

We will be paying rent for locations:

*A motion by Bill Dillman, seconded by Bill Imfeld to approve paying for Summer Youth locations: All Ayes.
Abstaining from the vote: BJ White, employed by the Hsu Foundation, and Michael Erny, employed by NWFSC, which are planned locations.*

With the increased participation we expect 97% to complete. About 60% are being raised by a grandparent. Schools and employers will be presenting to the groups. Sixty-one of the participants are 14 & 15 years old. It is harder to get 16 years old and up as there are summer jobs available for this age group.

Finishing the year, there are 22 GED's, 31 participated in work experience, 46 completed employment readiness workshops, 21 exited with employment. Thirty-seven participated in employed worker training and 167 attended training, most in nursing, some in welding, truck driving and electrical. MFEA saw 259 family members, 163 attained employment. About 6,000 came to the centers, 1600 were placed in employment. With the low unemployment rate, the people we are assisting tend to have significant barriers.

Chair Comments: BJ White congratulated the staff on the success of the open house. She reported a great CareerSource Florida meeting in West Palm, CSOW received great positive feedback. CSF and the Chairs' Alliance will meet again in September.

Roundtable Comments:

- Wyndy Crozier said that as part of the Vocational Rehabilitation project they will host students for up to five weeks this summer. Food service will provide lunches at no cost.
- Bill Dillman said Goodwill is training younger youth and has a military respite program serving 300 active military families with disabled members.
- Jack Azzaretto retired from UWF and is now representing the Greater Ft. Walton Beach Chamber of Commerce.
- Sam Burkett represents services contracts for Eglin and those contracts are re-competing next year. The contracts represent 1800 jobs.
- Diane Jackson reminded the group of services available to qualifying populations.
- Alan Baggett said the Parade of Homes starts June 8th and books are available at the meeting. There are also brochures for the Future Builders of America program. May 23rd was a Career Signing Day for students. They will have a Career Day next year in which the 87 Summer Youth Students may be interested. BIA needs an Intern. They have a transition program for the students from Okaloosa Youth Academy, returning students meeting Thursday 6/6 at 2:00pm.
- Patrick Wright again offered any assistance needed for apprenticeship programs.

Adjournment: The meeting was adjourned at 9:42 am.

The next Board meeting is scheduled for August 7, 2019.