



**Board of Directors Meeting \* June 7, 2017 - 8:30 a.m.  
415 Racetrack Rd NE - FWB, City Plaza conference room**

**Call to Order:** Dr. David Miller, on behalf of Chair Pam Tedesco, called the CareerSource Okaloosa Walton (CSOW) Board of Directors meeting to order at 8:35a.m.

**Present were:**

David Miller	Alan Wood	Al Ward
Odette Miranda	Jack Azzaretto	Alan Baggett
Juliet Milam	Bill Imfeld	Nathan Sparks
Sam Burkett	Scott Seay	Charlie Morse
Barbara Mitchell	Pam Tedesco	Felix Beukenkamp
Com. Melanie Nipper	Jerry Miller	

**CSOW staff members present:**

Michele Burns	Art Lee-Drewes	Sue Berntsen
Kelly Jordan		

Refreshments were donated, no CSOW funds were expended.

**Welcome New Members** The new members of the Board were welcomed, followed by around-the-room introductions.

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|--|--------------------------------|
| BJ Mitchell – American Elite Molding           | Alan Wood – CCB Community Bank |
| Louis Erickson – Bit-Wizards                   | Juliet Milam – Gulf Power      |
| Odette Miranda – Sandestin Golf & Beach Resort |                                |

**Approval of Minutes:** Dr. David Miller asked if there were any corrections or comments on the April 5, 2017 Board minutes as distributed.

<i>A motion by Nathan Sparks, seconded by Jack Azzaretto to approve the April 5, 2017 minutes as presented.</i>	<i>All Ayes.</i>
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**Financial Disclosure Requirements:** Jerry Miller, Board Counsel, reviewed the requirement in the Regional Workforce Boards Accountability Act of 2012 for all Board of Director members and the Executive Director to annually file Financial Disclosure Form 1. Forms are mailed to members and are also available on the website [www.ethics.state.fl.us](http://www.ethics.state.fl.us) and must be returned to the Supervisor of Elections in the county of residence before July 1, 2017 for calendar year 2016. Sue Berntsen is the Board’s Coordinator.

**Executive Committee:** Pam Tedesco reported the Executive Committee met May 3rd & reviewed action items which will be presented to the Board today.

**Election of Officers:** Al Ward reported for the Nominations Committee. The recommended slate is in the packet: Chair: Pam Tedesco, Vice Chair: Barbara Mitchell, Secretary: Dr. David Miller, Treasurer: Bill Dillman, Members at Large: Walton County – Juliet Milam and Okaloosa County – Dr. Jack Azzaretto. There were no additional nominations from the floor.

*A motion by Bill Imfeld, seconded by Charlie Morse to approve the Slate of Officers for 2017-18 as presented. All Ayes.*

**Finance Committee:** Finance Director Art Lee-Drewes reported for Bill Dillman that the Finance Committee met May 24th and reviewed Budget Mod #5 for 2016-17. She reviewed the changes.

*A motion by Sam Burkett, seconded by Al Ward to approve Budget Mod #5 as presented. All Ayes.*

The initial budget for 2017-18 will be reviewed and after approval by the Board, presented to both Boards of County Commissioners and submitted to the State. The initial budget is for approximately \$3.883M and income sources were reviewed, including funds with multi-year life spans. Administrative expenses are under the required 10% maximum and when required MOUs with partners are updated, additional funds may become available. Funding sources which are not yet known will be updated in Budget Mod #1.

*A motion by Jack Azzaretto, seconded by Alan Baggett to the Initial Budget for 2017-18 as presented. All Ayes.*

Additional members for the Finance Committee are always welcome.

**Business Competitiveness Council:** Jack Azzaretto reported the BCC met May 11<sup>th</sup> and makes the following recommendations:

**Action Item #1** - Approve four Eligible Training Providers' programs for Okaloosa Technical College as specified in the packet.

*A motion by Alan Baggett, seconded by Odette Miranda to approve the addition of four programs for Okaloosa Technical College: All Ayes.*

**Action Item #2** - Approve four Sectors of Focus CSOW will use for the Performance Funding Model as detailed in the packet. The Sectors can be changed in the future with Board approval.

*A motion by Bill Imfeld, seconded by Nathan Sparks to approve four Sector of Focus for the Performance Funding Model as presented: All Ayes.*

### **PARTNER UPDATES:**

UWF – Jack Azzaretto and Dave Miller commented that it is quiet during the summer term.

Walton County Schools – Charlie Morse said that there is a video from the Superintendent each month on current events posted to the School District web page and a newsletter is in the works. Excellence is the goal.

Okaloosa County EDC –Nathan Sparks reviewed the results of the Legislative session particularly the status of Enterprise Florida and Visit Florida funding which was retained at a reduced level. A special session of three days began today to address specific tasks, among them the Florida Jobs Growth Fund for jobs training, education and infrastructure projects. The results will be reported at a later date. Triumph Gulf Coast legislation was signed and paves the way for \$300M to be transferred and available for use by Northwest Florida.

Walton County EDA – Bill Imfeld said Walton EDA has contracted with Emerald Coast Technical College to manage the WEDA website. They participated in trip to Columbus MS, for the Golden Triangle bringing 6K jobs to the area. Education opportunities at the local community colleges addresses general associates degrees, or a special program associated with the local industries generates refunds of tuition if B's or better are earned. If a student is more than seven minutes late, they are not allowed into the class, and no more than two classes per semester may be missed and there is a dress code. They have a 95% placement rate at an average starting salary of \$60K/yr. Putting infrastructure in place with shovel-ready sites is a goal.

It was clarified that Enterprise Florida and Visit Florida available funding does require local match to access.

**Board of County Commissioners Liaisons** – Commissioner Nipper is working infrastructure needs tied into environmental issues. Affordable workforce housing is an issue being addressed. Walton County owns some property which could potentially be developed in stages.

**Executive Director's Report:** There is a written report in the packet from Michele Burns. She and Kelly Jordan attended the CareerSource Florida Board meetings in St. Pete May 16-17. Performance Funding Model is funded at \$11.5M this year, but will be reduced to \$1.5M next year. The local budget has been cut by about \$16% in formula funds due to low unemployment and other factors. The PFM incentive funds already earned mostly have been held back to offset other budget cuts.

A DEO Veteran staff member lost his battle with cancer. Brittany Barnes, Ft Walton Beach Center Manager will be leaving us July 31 due to military orders. The position will be posted both internally and externally within the week. WIOA required MOUs with partners may provide additional funding when updated and re-signed.

**Chair Comments:** Pam Tedesco thanked Dave Miller for sitting in while she is traveling.

**Roundtable Comments:**

- Felix Beukenkamp discussed local building industry issues with local government and Workers' Compensation rates are going up 10% - 20%.
- Alan Baggett announced the Parade of Homes June 10-18 with the rain barrel online auction. There are 32 rain barrels which have been painted by the Art Departments of

20 local schools. Proceeds of the auction will be split 50/50 with the Art Departments and a BIA scholarship fund. There are 50 more barrels warehoused for next year. BIA will present their annual legislative wrap-up August 22 or 23

- Commissioner Nipper said broadband access in Walton county is being addressed
- Juliet Milam announced the Gulf Power Economic Symposium Oct 2-3 in Sandestin.
- Sam Burkett reported that the defense industry is booming, they have many positions they cannot fill, required security clearances are a long process. The NDIA Air Armament Symposium is Oct 31 – Nov 1 at the Emerald Coast Convention Center. The theme is cyber-resiliency in air armaments.
- Charlie Morse said there will be dual opportunities at ECTC next year, 20 students are already signed up.
- Barbara Mitchell commented on the great group of people involved in the CSOW Board. Her focus is manufacturing and people. Prior success means nothing if you have openings you cannot fill, and addressing the skills gap is a priority.
- Kelly Jordan said PFM is the focus now with \$11.5M on the table for incentives this year. LWDA is #1 in the state right now.

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

**The next Board meeting is scheduled for August 2, 2017**