



**Board of Directors Meeting \* October 2, 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	Juliet Milam	Dr. Jack Azzaretto
Dr. David Miller	Michael Erny	Sam Burkett
Michelle Crocker	Bill Dillman	Jean Anne Encardes
Ron Garriga	Bill Imfeld	LaVonne Vasquez
Pam Tedesco	Nathan Sparks	Joel Paul
Louis Erickson	Felix Beukenkamp	April Branscome
Comm. Melanie Nipper	Robert Weber	Emily Lander
Gracelyn Blair		

**CSOW staff members present:**

Michele Burns	Kelly Jordan	Sue Berntsen
Will Miles	Therese Baker	Brad Balfanz
Chris Budney	Bobby Turner	Mary Travis
Lashunda Thomas	Abby Kellam	Francis Jones
Megan Reagin		

**Pledge of Allegiance**

**Mission Moment:** The WIOA program was featured, with a PowerPoint presentation. Brad Balfanz, Lashunda Thomas and Chris Budney presented. Three participants, Robert Weber, Emily Lander and Gracelyn Blair spoke to the group about how the program and staff affected their lives. Several other success stories were highlighted during the presentation. Chris Budney congratulated Lashunda Thomas, who is from the first grant class in 2000 and has been with CSOW since 2009.

**Workforce Professional Development Summit:** Kelly Jordan summarized the 2019 Summit. LWDA 2's Workforce Champion, Bobby Turner, the State of Florida Lighthouse award winner, Will Miles and Partner, April Branscome of Okaloosa Schools were recognized.

**Approval of Minutes:** David Miller asked if there were any corrections or comments on the August 7, 2019 Board meeting minutes as distributed.

<i>A motion by Bill Imfeld, seconded by Bill Dillman to approve the August 7, 2019 minutes as presented.</i>	<i>All Ayes.</i>
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**Finance Committee:** Bill Dillman said the Finance Committee met Sept. 27th to review Budget Mod #1, which is in the packet. Therese Baker reviewed the changes from the Initial Budget, which amount to a total gain of approximately \$360K for a total budget of \$4.6M

*A motion by Felix Beukenkamp, seconded by Juliet Milam to approve Budget Mod #1 as presented. All Ayes.*

Discretionary funds are at about \$288K. The Committee also reviewed the Risk Assessment.

**Executive Committee:** BJ White reported the Executive Committee met Sept 4<sup>th</sup>. Please keep in mind that new Board members will probably be needed in the near future and any suggestions are welcome. CSOW renewed the lease for the Main Street Suites office in Crestview for another year.

**Business Competitiveness Council:** Jack Azzaretto said the Council met Sept. 19<sup>th</sup> but has no action items for the Board at this time. Reporting of eligible training providers to the State now requires reporting of non-WIOA as well as WIOA students to ensure there is no differential. The next meeting will look at the state definition of success in the training programs.

**Career & Youth Council:** BJ White reported that the Council met and then an audit of the One Stop Center was conducted. The audits are conducted two to four times per year.

#### **PARTNER UPDATES:**

Northwest Florida State College – Michael Erny said NWFSC is closing 22 programs and refreshing and enhancing others to meet current needs. They received approval for three new apprenticeships.

Okaloosa County Schools – April Branscome reported a good start to the new school year. A new carpentry program at Pryor Middle School is full. They received \$100K grant from Florida DoE to implement iPads and coding in the 4<sup>th</sup> grade. They have a carpentry pre-apprenticeship program in Laurel Hill and Baker and will expand south.

Embry-Riddle Aeronautical University – Ron Garriga has been attending their nine commencements country-wide. Locally they are piloting corporation cohorts for corporations and can teach them at the various locations or on-line. E-R was just Accreditation Board for Engineering and Technology, Inc., (ABET) certified for their engineering program. E-R has facilities which non-profits and service organizations may use at no cost, a classroom with a capacity of 30-40.

University of West Florida – David Miller said UWF scored 94 on the Board of Governors' performance-based funding metrics, number two in the state. Their Computer Science and Communications programs started at the Ft Walton Beach campus this fall. The Computer Science program is ABET accredited and the Business School is Association to Advance Collegiate Schools of Business (AACSB) accredited.

Walton Board of County Commissioners – Melanie Nipper said they are moving forward with the 331 corridor infrastructure, including broadband. The improvements will attract businesses

to the area. Walton County is the largest employer as of 2018 and approved a \$12 minimum wage for their employees.

Okaloosa Economic Development Council – Nathan Sparks said TeCMEN Industry Day was a great success. October 1<sup>st</sup> began their new fiscal year, with new Board officers. They are visiting out of market headquarters for one company with a presence in Okaloosa County each year and just returned from Vertex Aerospace in Madison MS. Vertex is the largest manufacturing company in Okaloosa County and has plans to expand from \$100M to \$250M operation at the Crestview location, currently with about 400 employees. OEDC recently hired Kevin Lovelace who will start work next week and they look forward to introducing him to CSOW. OEDC, the Home Builders Institute and OW BIA are collaborating on a six-week construction trades training program for Veterans at NWFSC.

Walton Economic Development Alliance - Bill Imfeld said the Walton Triumph grant was approved Aug 16<sup>th</sup>. Infrastructure improvements will bring business opportunities and the Veterans' Lodge will also benefit. Site consultants are interested in workforce and transportation, particularly railroads. The Waffle House in Mossy Head will be done within 30 days.

Military Updates – Lavonne Vasquez said the Sept 20<sup>th</sup> Panhandle Job Fair was a great success. There is a new transition program for military 365 days out from separation. It is a tiered program with courses and briefings to assist with planning. There are 56 – 70 military per month separating from Hurlburt and a similar number from Eglin.

Ft Walton Beach Chamber – Jack Azzaretto reminded the group of the October First Friday Breakfast and they will have a new Chair, Heather Ruiz, as of January 1, 2020.

Tri County Community Council – Joel Paul said Walton County was funded with a transportation grant earlier this year to shuttle workers from the DeFuniak Springs courthouse area through Freeport to the South Walton Annex. They are soliciting proposals for a provider and service should start before Spring break. Hourly service is planned, restaurants have expressed interest in having the service as late as 1am.

**Executive Director's Report:** Michele Burns reiterated LWDA 2's success at the Summit including the Tobacco Free award and watching the staff network. Staff openings are often filled by internal staff moves. We are still waiting on news of the five-year Triumph training grant in conjunction with LWDA's 1, 3 & 4. We will be closed on Columbus Day. There is a Veterans Bootcamp in Tallahassee October 21 & 22 and Business Services will also attend. Michele and Kelly attended UWF Fall Forum and will meet with Dept. of Children and Families with five CareerSource regions in Chipley, Kelly is presenting. The Gulf Power Symposium is upcoming. To ensure compliance Michele requested approval to pay for registration since Gulf Power is represented on the Board.

<p><i>A motion by Bill Dillman, seconded by David Miller to approve staff registration for the Gulf Power Economic Symposium.</i></p> <p><i>Abstaining from the vote: Juliet Milam, employed by Gulf Power.</i></p>	<p><i>All Ayes.</i></p>
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After additional discussion:

*A motion by Pam Tedesco, seconded by Ron Garriga to approve, at the Executive Director's discretion, staff registration for functions hosted by Board member organizations for the remainder of 2019-20.*  
*All Ayes.*

The Business Competitiveness Council meetings were moved to 9:00am to assist those who drive further. We will try that for the next Board of Directors' meeting to see if it enhances attendance.

**Chair Comments:** BJ White commented on the great group interactions and dynamics of the Board and the relationships between the partners.

**Roundtable Comments:**

- Louis Erickson said Bit-Wizards hosted a “Bring Your Child to Work Day” experience for Vocational Rehabilitation and offered the group the opportunity to bring youth to their facility for a similar experience. High school age students get the most from the experience. They also currently have two interns and want to keep that going.
- Felix Beukenkamp said BIA is always looking for qualified workers, especially in mechanical, electrical and plumbing. Labor and permitting are issues for the industry.
- Sam Burkett said the local chapter of the National Defense Industrial Association (NDIA) is having a symposium November 5<sup>th</sup> & 6<sup>th</sup> at the Emerald Coast Conference Center.
- Lavonne Vazquez said they were notified by the Gulf Coast Citizens Diplomacy Council that five Ukrainian lawyers wanted to know why the U.S. has a legal section in the military. They also asked about the transition program and wanted to know why this type of service is provided. Her take-away was that the Ukrainians did not want the military there to have their own legal options.
- Melanie Nipper said Lake Erie College of Osteopathic Medicine (LECOM) is training dental hygienists through endodontists and this provides a walk-in clinic and low-cost services for local citizens. Placing the students after their education is complete would be a great service from CSOW. Michele Burns will connect Business Services with the school.

**Adjournment:** The meeting was adjourned at 10:00 am.

**The next Board meeting is scheduled for December 4, 2019.**