



**Board of Directors Meeting * October 14, 2020 – 9:00 a.m.
Virtual meeting**

Call to Order: Chair Juliet Milam called the meeting to order at 9:00am.

Attending were:

Juliet Milam	Dr. Jack Azzaretto	Sam Burkett
Wyndy Crozier	Bill Dillman	Jean Anne Encardes
Louis Erickson	Dr. Michael Erny	Randy Fleming
Bill Imfeld	Diane Jackson	Joel Paul
Scott Seay	Nathan Sparks	Pam Tedesco
LaVonne Vazquez	Al Ward	Lynn Wilson
MSgt. Gregory Dorner		

CSOW staff members present:

Michele Burns	Kelly Jordan	Sarah Ambriz
Will Miles	Brad Balfanz	Therese Baker

Approval of Minutes: The August 5, 2020 minutes were presented – there were no questions or comments.

A motion by Nathan Sparks, seconded by Louis Erickson to approve the August 5, 2020 minutes as presented. All Ayes.

Executive Committee Update: Juliet Milam introduced the Board Orientation training from THMP. Michele Burns gave more background on the video and the benefits of the information. She asked all Board members to watch for a link and asks them to view at their leisure.

Finance Committee:

Action item – Budget Mod #1 Bill Dillman noted that the Finance Committee had met to review the Budget Mod #1. He asked Therese to provide an update. She reviewed the Summary of Funds Available which shows total funding of \$3.68M with reserves (carryforwards) of \$865K, leaving a budget of \$2.77M in operating. She presented the current budget scenario which allocates all funds.

A motion by Louis Erickson, seconded by Wyndy Crozier to approve Budget Mod #1 as presented. All Ayes.

The Discretionary account shows a balance of over \$300K, earning over \$900 in interest.

Business Competitiveness Committee:

Action item #1 – Approval of NWFSC program additions to the ETPL

BCC had electronic vote for NWFSC (approved provider) three new training programs linked to Regional Occupational list. BCC recommends approval.

<p><i>A motion by Bill Dillman, seconded by Wyndy Crozier to approve NWFSC program additions to the ETPL as presented.</i></p> <p><i>Dr. Michael Erny abstained – employee of NWFSC</i></p>	<p><i>All Ayes.</i></p>
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Action item #2 – Approval of ECTC program additions to the ETPL

BCC asks for approval to add new training programs for ECTC.

<p><i>A motion by Pam Tedesco, seconded by Al Ward to approve ECTC program additions to the ETPL as presented.</i></p> <p><i>Wyndy Crozier abstained – employee of ECTC</i></p>	<p><i>All Ayes.</i></p>
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Career & Youth Committee: Local Operating Policy -

Action item – Approval of WIOA Adult and Dislocated Worker Support Services Policy

Juliet asked Will Miles to present an update in WIOA. Generally approved by Executive Director but commented on in the latest Monitoring report. We have to bring the Local Plan and local policy into alignment. We decided to remove “incentive” from our policy to eliminate the discrepancy.

<p><i>A motion by Bill Dillman, seconded by Jack Azzaretto to approve the update to the WIOA Adult and Dislocated Worker Support Services Policy.</i></p>	<p><i>All Ayes.</i></p>
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Partner Updates

Northwest Florida State College – Dr. Erny said they are moving forward with the Airframe and Power Plant program and a new professional pilot program and they received a grant to start a CDL program.

Walton Schools/ECTC - Wyndy Crozier said they are finishing advisory committees, very interesting times with so much change. ECTC will be making some changes to their program delivery. They do have their new sign.

Vocational Rehabilitation - Diane Jackson stated they are still both teleworking and in-office on a schedule. October is Disability Awareness month. Mock interviews are happening. They have four vacancies to fill once hiring is unfrozen.

Department of Children and Family Services - Randy Fleming said they are currently under a hiring freeze. They have a new program for Care Coordinators for case management to try to get them off assistance. The target is for people who have been in the system less than 24 months. There are no current plans for a Disaster SNAP program because of Hurricane Sally.

Okaloosa EDC – Nathan Sparks noted that their new year started Oct 1, 2020. They are excited for a new year – 2021 with new leadership. October is Manufacturing appreciation month – the Okaloosa Board of County Commissioners issued a proclamation. Ft. Walton Machining received a Bronze Sterling award, MAG Aerospace was also a finalist. Okaloosa BCC is doing great job of using CARES money wisely. He noted a couple of the grants currently available.

Walton EDA - Bill Imfeld started his new fiscal year. Walton County is continuing to have record tourism and has nearly made up all lost revenue. The 331 corridor project is moving forward with the water/sewer and road construction. They expect these improvements will lead to economic development.

Military – LaVonne Vasquez mentioned that some Hurlburt trainings/workshops are in-person. They are working with Hiring Our Heroes and will be holding the annual summit April 28 & 29, 2021. They are looking at a spring Panhandle Job Fair date. Lynn Wilson – Eglin – says they will be deciding a permanent liaison to our Board soon.

Tri-County Community Council - Joel Paul said they are using CARES funds for crisis assistance to help those most in need.

Program Updates: Kelly Jordan announced CSOW will be hosting Paychecks for Patriots Job Fair. We are the first board to host both in-person and online. We have also been hosting Virtual Job Fairs are the first to have a Veterans Expo (during the hurricane) with 20 employers and 100 jobseekers. She mentioned the Youth Apprenticeship Readiness Grant. We will assist with the outreach to the businesses, it is geared toward ages 16-24 and fits with our Youth program. Okaloosa CARES provides more assistance to those most in need of assistance with re-employment and job seeking. We have a National Dislocated Worker Grant, see Kelly for more information. We are bringing all CSOW staff back into the center Monday but will still provide virtual services. We are looking at early November to reopen more fully.

Executive Director's Report: Based on a comment relayed through a Board member, Michele Burns outlined the steps that we have to do when COVID hit – when none of us knew how to really operate during a pandemic. She described our lack of ability to help people due to State restrictions. Decisions were made not knowing if it would change the next day. We split the teams to mitigate risk. Now is a new day and we will need to offer in-person and virtual services. The customer had issue that we had not found them the perfect person. After a conversation with Michele Burns, we were better able to explain our role. She asked the Board to please advocate for CSOW and to please relay any negative perceptions that they heard.

We tried to get a data agreement with DEO on the people who filed unemployment but decided to forego. We are still waiting on Partner IFAs to be signed. Rebecca Pazik will be a new Board member once approved by Walton County.

Chair's Comments: Juliet Milam expressed appreciation for everyone's hard work.

Roundtable Board Members Updates/Public Comments: None

Adjournment: The meeting was adjourned at 10 a.m. The Executive Committee was asked to remain on the call for an update.

The next Board meeting is scheduled for December 2, 2020 at 9:00 a.m.