



**Board of Directors Meeting * December 6, 2017 - 8:30 a.m.
415 Racetrack Rd NE - FWB, City Plaza conference room**

Call to Order: Chair Pam Tedesco called the CareerSource Okaloosa Walton (CSOW) Board of Directors meeting to order at 8:35 a.m.

Present were:

Pam Tedesco	Barbara Mitchell	Alan Baggett
Jack Azzaretto	Alonzo Smith	Juliet Milam
Bill Imfeld	Louis Erickson	Sam Burkett
Scott Seay	Dennis Sherwood	Al Ward
David Miller	LaVonne Vasquez	Joel Paul
Odette Miranda	Diane Jackson	Felix Beukenkamp
April Branscome	Sue Ellen Colin	Comm. Melanie Nipper
Jerry Miller		
James Finch, DEO	Katie Munday - Jas. Moore	Bob Powell - Jas. Moore

CSOW staff members present:

Michele Burns	Art Lee-Drewes	Sue Berntsen
Kelly Jordan	Will Miles	Cindy Critcher

Pledge of Allegiance

Approval of Minutes: Dr. David Miller asked if there were any corrections or comments on the Oct 11, 2017 Board minutes as distributed.

A motion by Dennis Sherwood, seconded by Bill Dillman to approve the Oct 11, 2017 minutes as presented. All Ayes.

Dept. of Economic Opportunity Performance Presentation: James Finch, DEO One-Stop and Program Support, reviewed the 2016-17 Performance report for LWDA2 via webinar. He covered Workforce structure and service delivery, financial and participant overview and Program performance for 2016-17. There were no recurring or alarming issues. There were no questions about the report. Mr. Finch encouraged Board members to contact him if needed.

Audit Presentation: Katie Munday, with Bob Powell participating via teleconference, presented the 2016-17 Audit. From the report in the packet, she highlighted the financial statements, and representation letter. Page 28 is a tabular summary. Bob Powell commented that there were no adjustments and that the information the Board receives on a regular basis is lining up with the Audit so there are no surprises. The staff were commended and thanked for their continuing hard work.

A motion by Jack Azzaretto, seconded by Al Ward to approve the 2016-17 Audit as presented.
All Ayes.

Executive Committee: Pam Tedesco reported the Executive Committee met with the Finance Committee meeting following Nov 1, 2017. Remaining Performance Funding Model funds were allocated and an update to the Board's cell phone policy was reaffirmed. Effective Jan 1, 2018, cell phone allowances will be rolled back to a limited number of staff.

Finance Committee: Art Lee-Drewes reviewed Budget Mod #2 which was approved by the Finance Committee at the Nov 1st meeting, where about \$23K of WIOA Co-op funds for outreach via Moore Communications Group were received and additional training funds of \$50K were received. ITA Accounts were increased from a max of \$4K to a max of \$6K. The next Finance Committee meeting is scheduled for January 23rd, where the mid-year report and Budget Mod #3 will be considered.

Business Competitiveness Council: Jack Azzaretto had no report and there were no recommended actions.

PARTNER UPDATES:

UWF – Dave Miller stated in the second year of competing the football team is in the NCAA Division 2 quarter finals and are the number one ranked team in the nation.

NWFSC – Dennis Sherwood commented that the basketball teams are doing well. Three projects are planned for Triumph submission; letters of support are needed. Jeremy Goss is the new workforce development staffer with NWFSC.

Okaloosa County Schools – April Branscome reported OCSD is also writing Triumph grant proposals and has submitted the pre-application and are also looking for letters of support. The manufacturing program in middle schools has been approved for high school credit beginning with the 2018-19 school year.

Walton County Schools – Sue Ellen Colin stated that Walton County Schools have also submitted a Triumph grant to develop additional programs in IT and sciences, STEM to STEAM, adding Arts programs and linking career academies. Registration for new classes is Jan 10th. IV Therapy classes will be offered to help students move forward.

Vocational Rehabilitation – Diane Jackson announced the new State Director is Allison Flanagan and the Area Director Brenda Moore has retired. They serve In-School Youth ages 14 – 22, using WIOA funds to assist with the career process. CSOW is a registered vendor with VR, and the teams meet to provide coordinated services.

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Walton Economic Development Association – Bill Imfeld said WEDA submitted 18 projects to Triumph and a grant writer was hired to assist. A trucking company will provide training to drivers, and they are working with a fire suppression company to go into the Freeport Industrial Park. Tax abatements for small business are being pursued with Tallahassee. Power South has done drone flights over the industrial parks to provide aerial footage which

will be posted to the website. They are working with Okaloosa & Santa Rosa Economic Development to lure companies which will hire retired Vets, in anticipation of any future BRAC. Their December Board meeting is tomorrow.

Walton County Board of County Commissioners – Commissioner Nipper reiterated the Veterans Lodge and other current projects. The #1 priority is expanding the water and sewer lines along 331 and then east and west. The workforce housing project continues and it is hoped that light industry will locate nearby.

Military Update – LaVonne Vasquez shared that Hurlburt & Eglin Education offices are working with CSOW to educate local employers about a program where military members with six months or less left on active duty can apply for internships and job shadowing. The Air Force has a list of 50-60 companies with internships. A program called STAR is for spouse transition readiness.

Executive Director's Report: Michele Burns summarized the Workforce Summit. She attended many meetings rather than sessions, and all attendees are submitting reports on the sessions they attended and training staff who could not attend. MOUs and IFAs are set to go into effect Jan 1, 2018. Five of seven are signed, the documents will be presented to the Okaloosa and Walton Boards of County Commissioners when complete. Staff Development Day was Nov 17th. Where BJ Mitchell and Dave Miller gave presentations. Thanks to the staff for the successful Finance and Program audits. Congratulations to BJ Mitchell and American Elite Molding for being the Manufacturing Association of Florida 2017 Manufacturer & Distributor of the Year.

Chair Comments: Pam Tedesco thanked the Board, wished everyone a Merry Christmas and joyous holiday season and moved to Roundtable comments.

Roundtable Comments:

- Juliet Milam said Gulf Power is closing payment location offices as of Jan 5, 2018 and 24 staff will be affected. Some were able to transition to the Pensacola call center. They have been working with CSOW to transition employees. Half already have outside jobs.
- Alan Baggett announced a Jan 23, 2018 four-hour energy class, information will be posted on their website. They also work closely with Toys for Tots. Their holiday open house is tonight. Feb 24 & 25 I their home show.
- Felix Beukenkamp reiterated his concern about the length of time it takes to obtain building permits

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

The next Board meeting is scheduled for February 7, 2018