

**Workforce Development Board of Okaloosa and Walton Counties
Board Meeting * March 2, 2011 8:30 a.m.
Chautauqua Bldg., Museum Room – DeFuniak Springs, FL**

Call to Order: Chair David Miller called the Workforce Development Board of Okaloosa & Walton Counties (WDB) meeting to order at 8:35 a.m.

Board members in **Bold** were present:

Carlene Anderson	Jack Azzaretto	Dianne Barlar
Felix Beukenkamp	Larry Boldin	Don Brown
Mike Brown	Sam Burkett	Earnestine Carswell
Dale Cope	Marj Cummins	Bill Dillman
John Eckert	Cindy Frakes	Ron Garriga
Leigh Grantham	Ty Handy	Dwight Howard
David Miller	Martha Miller	Lane Rees
Bill Robinson	Larry Sassano	Greg Sheffield
Shayne Stewart	Pam Tedesco	Janice Thomas
Alexis Tibbetts	Al Ward	David Whalen

Jerry Miller , Board Counsel	Don Amunds, Okaloosa County Board of County Commissioners	Kenneth Pridgen, Walton County Board of County Commissioners
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Guests present:

Mike Davis , Walton County School District	Scarlett Phaneuf , Walton Economic Development Association	Kitty Whitney , Walton Area Chamber of Commerce
Jim Breitenfeld , Breitenfeld Consulting	Rae Kerr , James Moore & Co. (Auditor)	Don Kirkman , Florida's Great Northwest
Meredith Spence , Walton County School District		

WDB/JobPlus staff members present:

Mary Lou Reed	Linda Sumblin	Art Lee-Drewes
Will Miles	Sue Berntsen	DeDe Haynes
Angie Olberding	Rebecca Pazik	Rita Smith
Trisha King	Robert Vanden Berg	Don Holloway
Vince Kendrick		

Approval of Minutes: Dr. Miller asked if there were any corrections or comments from the January 5, 2011 Board minutes as distributed.

Motion by Lane Rees, seconded by Alexis Tibbetts to approve the Board meeting minutes for January 5, 2011 as distributed. All Ayes.

Presentation of Audit: Lane Rees introduced Rae Kerr of James Moore & Co., the Board's independent auditors. Ms Kerr presented the audit for the period ending 6/30/10

(copies available for review.) It is a “clean” audit opinion, with revenues and expenditures up significantly because of ARRA funding. The summary of results on page 25 of the audit is a critical section. The financial statements, internal controls and specific programs (single audit) are audited. Unqualified opinions were issued on all three sections. No internal control or compliance issues were found. Board members congratulated the Finance Dept. and Board staff.

*Motion by Pam Tedesco, seconded by Al Ward to accept the Board audit as presented.
All Ayes.*

If any Board member has questions, Art Lee-Drewes may be contacted or she has contact information for Rae Kerr.

The Finance Committee met Jan. 26th to review and approve Budget Mod #3.

The next Finance Committee meeting is March 24th at 2:30 pm at the Shalimar office.

State monitoring will be conducted April 25 – 29.

Contract Approvals: Mary Lou Reed reviewed and presented several contracts for approval by the Board.

- Walton Career Development Center - workshop

Carlene Anderson declared a conflict and abstained due to her position as Superintendent of Walton County Schools

*Motion by Ty Handy, seconded by Al Ward to approve the contract with Walton Career Development Center.
All Ayes.*

- University of West Florida IT Intensive Training sessions and Digital Access Vouchers

Jack Azzaretto abstained due to his position with the University of West Florida

*Motion by Alexis Tibbetts, seconded by Dwight Howard to approve the contract with the University of West Florida.
All Ayes.*

- Possible on-the-job training (OJT) contracts with private sector Board members and the companies they own or are employed by. Private sector members of the Board are:

Al Ward	Felix Beukenkamp	Marj Cummins	Earnestine Carswell
Pam Tedesco	Don Brown	Cindy Frakes	Martha Miller
Mike Brown	Dave Miller	Dave Whalen	Sam Burkett
Lane Rees	Leigh Grantham	Dwight Howard	

Board member/Company	Motion	Second	Vote
Al Ward/Deep Gulf, Inc	Janice Thomas	Lane Rees	All Ayes Al Ward abstained
Earnestine Carswell/ Phoenix Rehabilitation Consulting Services	Leigh Grantham	Jack Azzaretto	All Ayes Earnestine Carswell abstained
Pam Tedesco/The Arland Affiliation	Leigh Grantham	Janice Thomas	All Ayes Pam Tedesco abstained
Leigh Grantham/CHELCO	Jack Azzaretto	Al Ward	All Ayes Leigh Grantham abstained
Dwight Howard/ J&P Khranken Industries	Leigh Grantham	Alexis Tibbetts	All Ayes Dwight Howard abstained
Lane Rees/Human Resource Solutions	Leigh Grantham	Jack Azzaretto	All Ayes Lane Rees abstained
David Miller/WNG All Board members not present	Alexis Tibbetts	Jack Azzaretto	All Ayes David Miller abstained

Those abstaining from the votes will be provided Florida Form 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS to complete and file.

Special Guest: Mary Lou Reed introduced Don Kirkman, President of Florida's Great Northwest. Mr. Kirkman shared some remarks with the Board. Mr. Kirkman comes from the North Carolina Piedmont Triad Region, which also received one of the original 13 WIRED grants. His background is in economic development, workforce and education partnerships. The economy has changed drastically since the original WIRED grants were awarded, and job creation is important. In these dynamic and uncertain economic times, branding and marketing Northwest Florida and continuing to diversify the local economy which includes tourism and defense sectors is the focus.

Economic Development Updates:

Scarlett Phaneuf for the Walton County Economic Development Alliance reported receiving a grant for \$260K for Freeport Industrial Park access and an increase in project activity at the Mossy Head Commerce Park.

For the Okaloosa Economic Development Council, Larry Sassano discussed partnerships with schools and workforce to diversify the local economy emphasizing high tech. The Crestview Technical Air Park (CTAP) expansion ribbon cutting ceremony is Friday at 11:00 am. Recent surveys of business indicate that for the first time in 25 years labor force is more important than location in decisions to expand and locate business operations. He also commented on the contract for the AF refueling tanker being awarded to Boeing over EADS. Boeing has 2000 employees in Florida, 600 employees locally and will probably expand.

Education Updates:

Carlene Anderson discussed the academies and the new medical institute at the Walton County Schools. The medical institute is over capacity as many students wish to attend. The program is thriving due to partnerships with Sacred Heart Hospital and Northwest Florida State College. Environmental studies programs are growing.

Alexis Tibbetts spoke about the manufacturing, forestry and energy management academies for Okaloosa Schools. The Governor's budget recommends a 10% or \$17.2 million cut, and the budget is down \$35 million in the last five years. Race to the Top is diverting attention from the basics to keep teachers trained and with industry certifications to meet the requirements. Okaloosa County is looking forward to the arrival of the 7th Special Forces and welcoming the children to the school system. CHOICE High School is holding a welding rodeo Saturday, March 5th, the public is welcome. STEM, aviation and nursing programs and partnerships are thriving.

Dr. Ty Handy announced two key hires at NWFSC, Anthony Boyer as Director of the College Collegiate High School and Dr. Sasha Jarrell, Professor/Chair of Mathematics and new Chief Academic Officer for the college.

Dr. Jack Azzaretto discussed the increased emphasis on graduate programs online, especially the Masters programs for Public Health, Mathematics, and Science and Administration.

Dept. of Children & Families: Janice Thomas announced the new Secretary, David Wilkins. He has a home in Destin, and should be invited to a future Board meeting. Reduced funding has caused a loss of positions, but 17K applications were received in Circuit 1, which is from Escambia to Walton Counties. Creative ways to continue to provide services regardless of staffing levels are always being considered. Strengthening Families is very active in both Okaloosa and Walton counties. This is abuse and neglect prevention services. Walton is emphasizing substance abuse and Okaloosa is emphasizing child care issues.

Strategic Planning Next Steps: Monday Feb. 21st was an in-service staff development day. Dr. David Goetsch solicited staff input on the strategic plan and Dr. Miller did ethics training. Ethics affects all aspects of our lives and cannot be "checked at the door" when working.

COUNCIL UPDATES

Business Competitiveness Council: Dr. Jack Azzaretto recounted the last meeting where JoAnn Hutchison, Deputy Director of Personnel for Eglin spoke about current hiring and the revised website. The IT Training grant is creating a pipeline for IT and technical services employment. BRAC and Family Transition was updated. Jeff Fanto updated Okaloosa County initiatives. L-3 will make a public announcement of a new contract on March 14th at the Joint Campus. Local partnerships are working. The next Business Competitiveness Council meeting is March 10th.

JobsPLUS/Youth Development Council: Earnestine Carswell reviewed the NAWB and WFI Board meeting she attended. We have deep partnerships locally that are envied by other areas. National Emergency Grants (NEG) and on the job training (OJT) are assisting long term unemployed. Reemployment services, and services targeted to oil spill and Digital Access continue to develop. These special grants run through June 30, 2011.

Two new youth staff have been added. Carol Bowen is serving Ticket to Work clients. We are reimbursed by this program and funds are discretionary which is more flexible funding. Information on upcoming job fairs is in the packet, along with partnerships, the Emerald Coast Professionals group and the welding rodeo.

Executive Director's Report:

Mary Lou Reed and Linda Sumblin presented the "Above and Beyond" award to Vince Kendrick from the DeFuniak Springs office for the Veterans Voice newsletter and for assisting Region 4 with TAP training when they did not have a certified instructor.

DeDe Haynes pointed out the display of books and kits which were provided to Okaloosa and Walton County schools and the communications center at Fisher House on Eglin AFB. Supplies were also purchased for the USO at Northwest Florida Regional Airport. Funding was provided via the Community Foundation in Jacksonville via the BrAlve grant.

Mary Lou will email written information and confirmation of the approval of contracts votes earlier in the meeting.

National Association of Workforce Boards (NAWB) Forum 2011

Lane Rees, Jack Azzaretto, Earnestine Carswell, Dave Miller, Martha Miller, Mary Lou Reed and Linda Sumblin attended NAWB Forum 2011 in Washington DC February 5-8. It was an exciting conference with over 1200 attendees. Meetings with legislators, workshops on national legislation, green jobs, youth, and literacy were among the highlights. Best practices from all over the country are showcased. Mary Lou and Earnestine were interviewed for a series called "The Faces of Workforce." NAWB contracted with a company for this project. Earnestine has been contacted for a follow up interview for the project. When completed, it will be posted on the NAWB website.

Comments/Announcements:

- Dave Miller reported on the WFI Board meetings and that the statewide Chair's group has formed and been recognized by WFI.
- Pam Tedesco commented that she spoke one-on-one with the Chair of WFI regarding the recalculation of incentive payments to the regions and the consequences and implications. The issue is being looked at again.
- Dwight Howard is one of the sponsors of the Welding Rodeo being held Saturday. Their company is being awarded a major contract and an announcement is forthcoming. The welding is a small part of their process and the quality of instructions has been improved greatly with business involvement.

- Jim Breitenfeld reported that 125 of the 7th Special Forces are here now with 70 more expected in April, 300 in May, 460 in June, 485 in July, 370 in August and 490 in September. Rita Smith shared that the first 7th Special Forces military spouse opened a business in Crestview.

Chair Comments & Announcements:

- Dave Miller again thanked everyone involved for the outstanding audit.
- DeDe Haynes spoke at the Rotary Club last week on BRAC
- Don Brown and Pam Tedesco provided refreshments for the meeting

Old/ New Business: None

Adjournment: The meeting was adjourned at 10:10 a.m.