



Meeting of the Executive Committee of the North Florida Workforce Development Board

Thursday, August 8, 2019, 9am

A teleconference line will be available

Dial-in number: 850.973.2672 extension 802 | Conference Code: 2672

MINUTES

Any member having a conflict of interest must abstain from voting, state the reason for the record, and complete a form 8b. Forms are available from staff at every meeting.

Welcome and Call to Order – Mr. Mike Williams, Board Chair

In Attendance

Mr. Mike Williams

Mrs. Michelle Norris

Mr. Daniel Collins

Public Comments: All citizens desiring to speak must sign in and will be limited to three minutes per person.

Mr. Mike Williams, Chair, called the meeting to order at 9 am.

Action Items

1. Approval of Agenda
 1. Mr. Daniel Collins made a motion, seconded by Mrs. Michelle Norris to approve the minutes from the previous meeting. The motion carried.
2. Review of Expenditure/Finance Reports
 1. Mr. Collins made a motion, seconded by Mrs. Norris to approve the expenditure and finance reports. The motion carried.
3. Budget Review
 1. The budget, previously approved by the County Commissioner Consortium in their meeting on June 19, 2019, was ratified by consensus of the Executive Committee.
4. Incentive Update
 1. Mr. Collins made a motion, seconded by Mrs. Norris to approve the incentive budget as provided by Executive Director Diane Head. The motion carried.
5. New Policies
 1. Mr. Collins made a motion, seconded by Mrs. Norris to approve the new policies as presented by Executive Director Head. The motion carried.
6. Sponsorship of 2019 Workforce Summit
 1. Mr. Collins made a motion, seconded by Mrs. Norris to approve the sponsorship of the 2019 Workforce Professional Development Summit in the amount of \$5000. The motion carried.

7. Review of Agenda Items for upcoming Board meeting
 1. The Executive Committee discussed the layout for future board meetings, including items that should be grouped in the Consent Agenda. Additionally, the Committee determined that the One-Stop Operator Report in its written form from Dr. Ron Natale is sufficient for its purposes, and that Dr. Natale need not attend each meeting to read the content of the report. It was further determined that he only appear at meetings as needed.
 2. No action was necessary for this item.

Adjournment

Adjournment was made by consensus.

Meetings and materials (when available) are listed on our [website](#).