



Meeting of the Board of Directors of the North Florida Workforce Development Board, Inc.

August 25, 2022 | 1pm

NFC Public Safety Academy | Madison, FL 32340

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Or call in (audio only)

[+1 312-625-3388,,344789443#](tel:+13126253388344789443) United States, Chicago

Phone Conference ID: 344 789 443#

MINUTES

In attendance:

Board members: Bryan Blair, Danny Collins, David Dunkle, Tracy Givens, Tawana Gilbert, Chadd Mathis, Ronnie Moore, Matt Pearson, Jodi Tillman

Staff: Diane Head

Others: Tori Jackson (DEO)

Welcome and Call to Order

Roll Call

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

Consent Items

1. Approval of the Agenda
2. Approval of 2022/05/19 Board Minutes
3. Approval of 2022/06/27 Executive Committee Minutes
4. Approval of 2022/08/11 Executive Committee Minutes
5. Approval of 2021-22 Expenditure Report
6. Approval of Q4 One-Stop Operator Report

A motion to approve the consent agenda was made by Ronnie Moore. Seconded by David Dunkle. The motion passed unanimously.

Items for Action

1. Consideration of 2022-23 Budget



- a. The new year's budget was reviewed in depth by the Executive Director. Highlights included: an increase in the outreach line item, a slight decrease in the staff line item due to a reduction in the insurance costs, and an overall slight decrease in the overall budget. Revenues are expected to hold steady based on current knowledge. The budget has already been considered and approved by both the county commissioner consortium and the executive committee, however between the time of those approvals and now, revenue numbers have adjusted somewhat and therefore modifications were made to the outreach and contract labor line items and a correction to the rent line item.
 - b. A motion was made by David Dunkle to approve the budget as presented. Seconded by Tracy Givens. The motion carried.
2. Consideration of FREDA Rural Summit Sponsorship
 - a. The FREDA Summit sponsorships packages were presented to the Board. This is a marquee event bringing together rural economic development partners from around the state gather to network, discuss best practices, and consider issues affecting them. This Board sponsored the event last year at the silver level. Staff recommended the same level of sponsorship this year.
 - b. A motion was made by Jodi Tillman to approve the Silver Level sponsorship of the FREDA Rural Summit. Seconded by Ronnie Moore. The motion carried.
3. Consideration of the WIOA Adult and Dislocated Worker Transferability of Funds
 - a. This item was explained by staff, reminding the Board of the prior year approval of 90% transferability of funds from DW to Adult. Prior to last year, LWDB's could do this administrative process without Board approval however this is a more open and accountable process to ensure the membership understand and are in favor of the outcome(s) resulting from this process.
 - b. A motion was made by Tracy Givens to allow 90% of the DW funds to be used for eligible Adult expenditures for the current fiscal year (2022-23). Seconded by Jodi Tillman. The motion carried.

Informational Items

1. EY Phase 1 Report
 - a. The Executive Director reminded the Board of the REACH Act's requirement for a reduction in the number of LWDB's in Florida. CSF has engaged Ernst & Young (EY) to research, engage, provide analysis, and make recommendations on how this process should proceed. EY submitted their Phase 1 report in June (included in the packet) and will soon be rolling out Phase 2.
2. 2021-22 Programmatic and Fiscal Monitoring Report
 - a. The Monitoring report (included in the packet) closes out the current review officially. While not stellar, CSNF saw improvements in many areas. CSNF found DEO staff to be willing to discuss several issues, even to the point the of reversing previously reported findings. Overall this was a good monitoring report highlighted by there being no findings in the financial monitoring report.



3. Performance Update

- a. In Q3 CSNF had met or exceeded all performance indicators, however two measures were not met in Q4—both being in the youth program. Board members were reminded that the cohort being reported on during this Quarter were youth who disengaged during COVID (due to the lag in performance outcome reporting).

Adjournment

A motion was made by Ronnie Moore to Adjourn the meeting. Seconded by David Dunkle. The motion passed.