



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

Thursday, August 15, 2024 | 4pm

705 E. Base Street | Madison, FL 32340

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MINUTES

Welcome and Call to Order by Doug brown, Board Chair at 4:00 pm.

Roll Call for attendance was taken:

Board Members: Bryan Blair, Doug Brown, Bonnie Burgess, Danny Collins, Michele Curtis, Chris Day, David Dunkle, Elizabeth Eastman, Michelle Norris, Matt Pearson

Staff/Guests: Diane Head, Latoria Jackson, Lonnie Saunders (FloridaCommerce)

Public Comments: There were no citizens present.

Consent Agenda

1. Approval of the Agenda
2. Consideration of 5/9/24 Executive Committee Minutes
3. Consideration of 5/16/24 Board Minutes
4. Consideration of 6/21/24 Nominations Committee Minutes
5. Consideration of 7/2/24 Board Minutes
6. Consideration of 2023-24 Expenditure Report
7. Consideration of Quarter 4 One-Stop Operator Report
8. Consideration of FREDA Rural Summit Gold Sponsorship
 - a. A motion to approve the Consent Agenda was made by Bryan Blair, seconded by Chris Day. Motion carried.

Items for Action

1. Consideration of the 2025-2028 WIOA Plan
 - a. The Draft Plan was provided to members for review prior to the meeting. Executive Director provided an overview of the 4-year plan, highlighting updates since the last version, including updated labor market information, program and operational changes, and new system requirements and policies.

- b. A motion was made by Chris Day to approve the 2025-2028 WIOA Plan, seconded by Bryan Blair. Motion carried.
2. Consideration of Sub-Grantee Agreement with FloridaCommerce
 - a. A motion was made by Michelle Norris to accept the Sub-grantee agreement with FloridaCommerce, seconded Chris Day. The Motion carried.
3. Consideration of Administrative Plan Updates
 - a. Executive Director explained that the recent updates to the Administration Plan were due to feedback received during our last finance monitoring. The changes included best practices, 2CFR200 language, handling of the subgrantee contracts and administrative updates changing DEO to FloridaCommerce.
 - b. A motion was made by Michelle Norris, seconded by Matt Pearson. Motion carried.
4. Consideration of High School High Tech MOA Renewal
 - a. A motion to approve the High School High Tech MOA was made by Matt Pearson, seconded by Michelle Norris. Motion carried.
5. Consideration of WIOA Funds Transferability
 - a. Executive Director reminded the Board of the prior year's approval of 90% transferability of funds from Dislocated Worker to Adult. Until recent years, LWDB's could carry out this administrative process without Board approval. However, this is a more open and accountable process to ensure the membership understands and is in favor of the outcome(s) resulting from this process. Last year approximately \$55,000 was transferred from Dislocated Worker to WIOA Adult.
 - b. A motion was made by Bryan Blair to allow 90% of the WIOA Dislocated Worker funds to be used for eligible WIOA Adult expenditures for the current fiscal year (2024-25). Seconded by Michelle Norris. The motion carried.

Informational Items

1. Industry and Community Updates

Other Information Provided in Packets

1. ITA 50% Requirement
2. Indicators of Performance
3. Florida Scorecard

Adjournment