

CHAIR'S OVERSIGHT COMMITTEE MEETING SUMMARY

Thursday, January 28, 2010

Attending: Randy Johnson, George Elmore, Steve Parrish, Max Davis
Staff: Kathryn Schmidt, Mary Mullen-Butler
Legal: N/A
Telephonic: N/A

The meeting was called to order at 8:39 AM by Randy Johnson, Chair of the Board.

- Mr. Johnson opened the meeting by congratulating Kathryn on the success of the Forum. Mr. Johnson observed that both our Board members and the community partner's participation were greater than in the past. Mr. Johnson believes that businesses understand who we are and what we do. Kathryn stated that she has the best staff that an organization could have. Mr. Parrish and Mr. Elmore asked Kathryn what the final cost for the Forum was. Kathryn said that we paid \$6,000.00 dollars out of pocket (we paid for the speaker) and the rest was covered. Kathryn mentioned that we have a high profile speaker scheduled for the May Summit. Kathryn would like the Board to address whether or not they would like to continue these events.
- A review of the talking points from December 1st meeting was completed. Mr. Parrish moved to approve the summary and Mr. Davis seconded.
- Kathryn thanked Mr. Elmore for letting the Economic Council know that we have an opening on our Board of Directors. Kathryn and Jackie Halderman are in the process of updating the Board of Director's position description with the Economic Council for new board member solicitation. Once completed we will move forward with filling our open Board positions.
- Mr. Johnson mentioned that the Board Orientation for new Board members was being held Friday, January 29, 2010 from 9:00 am to 11:00 am. Mr. Johnson stated that there would be around eight Board members in attendance. Mr. Parrish said he would be attending. Mr. Davis declined due to a meeting conflict. Kathryn asked Mary to have twelve copies of the board orientation manual prepared. Mr. Johnson said that he had reviewed the manual and thought it to be well put together, overall he was very pleased. All in attendance at the Chair's meeting requested a copy. Copies were given to Mr. Davis and Mr. Parrish. Mr. Elmore left before the copies were handed out.
- Kathryn announced that there have been some staff changes. Gary Hawkins will be involved with the Youth Empowerment Centers. Mr. Davis was pleased. Mr. Davis mentioned that we may be impacted by youth from Haiti and to be prepared. Mr. Davis said that we need to strategize this out and he would set up a meeting. Kathryn mentioned that she would be using Wagner Peyser funds (universal customer) for the training classes. Mr. Davis thought this was a good idea.

- Kathryn met with Diana Stanley, Executive Director of The Lord's Place. Ms. Stanley wants to get the real heart of Workforce Alliance out to the community. Kathryn is considering posting an RFP for Special Populations with Barriers. This RFP would address the homeless and ex-offenders.
- Mr. Johnson revisited the idea of having a Board retreat to discuss the Carvel Model. Kathryn stated that Leo Noble was going to give a half hour introduction at the next Board meeting at which time the Board could recommend a retreat.
- Kathryn stated that the State of Florida Annual Overview on how our region is doing locally will be presented at our April Board of Directors meeting. It will be presented by Steve Urguhart, VP Workforce Performance, Workforce Florida, Inc.
- Kathryn started a discussion about how our region is measured. Kathryn asked if we wanted to decide what we are measured on or if we want to stay with our current measures. If we decide to go with our own measures we could lose \$80,000 dollars in funds. Mr. Johnson said we should focus on things that really matter. Mr. Davis said we should be looking at what is best for Palm Beach County. Kathryn thinks we can do both. Mr. Parrish said that this would be a great discussion for the Board. Mr. Parrish said a presentation for the Board should be prepared. The presentation should include new ideas/options.
- Mr. Johnson asked Kathryn for an update on the Boca lease. Kathryn stated that the PPN move would be completed by March 1st and the final build out would be completed by June 31st.
- Mr. Elmore stated that he wanted to move forward with a formal Executive Committee. The sentiment was agreed on by all in attendance. Mr. Elmore said it needed to be placed in the by-laws thus keeping it legal. Mr. Davis moved that they rename the Chair's Oversight Committee to the Executive Committee. The Executive Committee will consist of 2 Board members appointed by the Board of Directors chair and the already existing Chairs group. Mr. Elmore stated that we need more Board involvement in our committees. Mr. Parrish said that we have Board members that don't show up for meetings. Mr. Parrish said we should check our by-laws to see what the rules are and track attendance. Mr. Elmore stated that the lack of involvement needs to be corrected. Kathryn agrees, adding that we can create our own Carver Model to include an Executive Committee. Mr. Parrish said with the Carver Model we set the policy. It is believed that the approval of the Executive Committee was approved at the December Board meeting. December minutes will be reviewed. Kathryn will contact David Baker to get the guidance necessary to change our by-laws and finalize the approval of the Executive Committee. In this model we will include how we recruit our new Board members.
- Mr. Johnson would like to present our past Board members a token of appreciation for their years of service. Mr. Parrish mentioned presenting them with a plaque. Mr.

Johnson would like to give them something memorable. Nothing final has been decided.

- A letter addressed to the following authorizers on WIA Reauthorization was drafted and approved. The letter was signed by Mr. Johnson, Mr. Parrish, Mr. Elmore and Mr. Davis. The addressees were:
 - Honorable Patty Murray, Chairwoman, Subcommittee on Employment and Workplace Safety (Senator);
 - Honorable Tom Harkin, Chairman, Committee on Health, Education, Labor and Pensions (Senator);
 - Honorable Michael B. Enzi, Ranking Member, Committee on Health, Education, Labor and Pensions (Senator);
 - Honorable John Kline, Ranking Member, House Committee on Education and Labor (Congressman);
 - Honorable Ruben Hinojosa, Chair, Higher Education, Lifelong Learning and Competitiveness Subcommittee (Congressman);
 - Honorable George Miller, Chair, House Committee on Education and Labor (Congressman).
- Meeting ended on a good note.
- Next meeting – March 25th, 2010