

**WORKFORCE ALLIANCE
SPECIAL BOARD OF DIRECTORS MEETING
MONDAY, March 29th, 2010 - 9:00 AM**

Attending: Jamie Titcomb, Gary Vonk, Melody Sanger, Max Davis, Randy Johnson, Roger Adimon, Ed Gruvman, Roger Hudspeth II, Dwight Mattingly, LaFaye Sharp, David Talley and David Baker.

Telephonic: Dennis Gallon, Mel Coelman, Robert Alt, Amy Dean, Kenneth Kirby, Tom Lynch, Steven Parrish, Charlene Szabo and Mary Watford.

Staff: Kathryn Schmidt, Steve Craig, Gerry Genovese, Mary Mullen-Butler, Suzanne Rodrigues; Huntley Miller, Gary Hawkins, Sharon Brea

I. WELCOME, FLAG SALUTE, INVOCATION AND SELF INTRODUCTIONS – Randy Johnson.

Note: A quorum was established for the purpose of taking Board action and 2/3 of the entire Board was present for purposes of voting on Board member contract agenda items.

II. REGULAR AGENDA

Motion to revise the Agenda and change “Approval To Execute Back To Work Contracts Over \$250,000” to a regular Agenda item from a consent Agenda item and motion to add ‘Request For Additional Space” to the regular Agenda. Motion approved unanimously. (Jamie Titcomb/Gary Vonk)

1A. APPROVAL TO EXECUTE BACK TO WORK CONTRACTS OVER \$250,000

Following Kathryn Schmidt’s introduction of the Back To Work Program, Gerry Genovese presented an overview and explanation of the program and budget with detailed handouts that included a list of those contracts over \$250,000 requiring Board approval. Gerry reported funding for the program is received from the Federal Department of Health and Human Services (HHS). The deadline imposed by the HHS for Workforce Alliance to spend all program funds is September 30, 2010 without exception. Dollars not spent by September 30th will be returned. Currently, there appears to be no possibility of additional funding for the program as several Workforce Boards had failed to submit an application for the dollars and as a result those Workforce Boards are now being considered for funding. Therefore, in the event an employer fails to spend their approved allocation of dollars, those monies would go back into the pool for the other Workforce Boards who did not initially apply. According to program guidelines Workforce Alliance would reimburse an employer up to 80% for wages; up to 80% for benefits (up to 25% of wages) and 80% of in-kind supervision and training (up to 25% of wages). David Baker reported he is further reviewing the Board’s approval of Palm Beach State College’s Back To Work contract on February 18, 2010 and the requirement for a 2/3 vote of the entire Board excluding those Board members who could financially benefit from the transaction. Until a final determination is made by David on that matter, Workforce Alliance will not sign Palm Beach State College’s Back To Work contract.

Following Board discussion the Back To Work contracts as presented to the Board were approved by the Board by unanimous vote authorizing Kathryn Schmidt, President/CEO to execute all contracts over \$250,000. (Mel Coleman/Max Davis)

1B. APPROVAL TO EXECUTE LEASE FOR ADDITIONAL SPACE AT ADMINISTRATIVE OFFICE

Kathryn advised the Board Workforce Alliance has reached its space capacity at its South Dixie office. Capacity has been reached at all other career center locations due to the expansion of

and offering of new programs. The South Dixie landlord has offered to lease additional space with full build out at a reduction below the existing rate. Two options were presented to the Board with one for their approval. The first option is 853 sq. feet at \$22.92 per foot at a monthly cost of \$19,550.76. The second option is 1,548 sq. feet at \$18.00 per foot for a monthly cost of \$27,864.00. Following Board discussion the Board approved by unanimous vote to execute a lease for 1,548 sq. feet of additional space at the South Dixie location at a rate of \$18.00 per sq. foot with a monthly cost of \$27,864.00. (Jamie Titcomb/Max Davis)

III. GENERAL COMMENTS

a. **Chairman Randy Johnson** encouraged Board members to participate on one of the many Workforce Alliance Committees and visit the One-Stop Career Centers.

IV. ADJOURNMENT – Next Meeting, Thursday, April 15 at 12:00 PM