



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

August 19, 2021 at 4:00 PM

705 E. Base Street | Madison, FL 32340

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Phone Conference ID: 286 188 752#

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

In attendance

Bryan Blair
Monique Gustafson
Danny Collins
Ronnie Moore
Tracy Givens
Hillary Cannon
Monty Morgan
Rachel Garland
Rick Davis
Chadd Mathis
S.W. Ellis

Staff

Diane Head
Jessica Scott

Guests

Julie Ulmer
Kevin Gehrke

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

Consent Agenda

1. Approval of Agenda
2. Approval of Minutes from 2021/05/20 Board Meeting
3. Approval of Minutes from 2021/06/25 Executive Committee Meeting
4. Approval of Minutes from 2021/08/11 Executive Committee Meeting
5. Approval of Expenditure Report
6. Approval of the One-Stop Operator Report
7. Approval of the Revised 2021-22 LWDB Schedule
8. Approval of the Supportive Services Policy Update
9. Approval of Staff Incentives
10. Approval of 2021-24 Required Roles
 - a. A motion to approve the consent agenda was made by Mr. Ronnie Moore, seconded by Ms. Tracy Givens, and approved.



Action Items

1. Consideration of 2021-22 Budget
 - a. A motion to approve the 21-22 Budget Meeting was made by Mr. Monty Morgan, seconded by Mr. Bryan Blair and approved.
2. Consideration of Performance Incentive for Executive Director
 - a. A motion to approve a performance incentive for Executive Director Diane Head at 3% her annual salary was made by Mr. Blair, seconded by Mr. Moore and approved.

Informational Items

1. Big Bend Manufacturing Association
 - a. An overview of the Big Bend Manufacturing Association was provided by Mr. Kevin Gehrke. The brief included details on how the BBMA assists manufacturers in the area via Florida Makes, GrowFL and other resources, including apprenticeship programs.
2. Training Provider Update
 - a. Ms. Julie Ulmer, representing RiverOak Technical College, provided information about the school's programs and enrollment statistics, including details of the rapid credentialing program for Certified Nursing Assistants that was very successful.
 - b. Mr. Rick Davis, representing North Florida College, detailed their "back to school" meeting, including increased enrollment numbers as compared to last year. All classes are available online, in person, or utilizing a hybrid format. Mr. Davis reported that workforce programs have seen higher enrollments this year. A new program request was submitted to the Department of Education for an Advanced Manufacturing Hybrid program. Using new grant funds, NFC was able to offer rapid credentialing programs for EMS and CDL certifications – the EMS program also partnered with Big Bend Technical College to extend a class to the Taylor County area.
3. Overview of Current LWDB Statistics
 - a. Mrs. Head provided a detailed overview of organizational foot traffic, including demographic and wage information. She also discussed the impacts of the COVID-19 Pandemic and its impact on the workforce in our area. Specifically, she noted that African Americans, women, and at-risk populations with barriers to employment in the six-county area are underrepresented in the workforce.
4. 2020-21 Programmatic and Fiscal Monitoring Report
5. Florida Scorecard

Following the informational items, Mrs. Head provided information on the North Florida Economic Development Partnership (NFEDP) scholarship application request for Board Members to attend the Rural Summit presented by NFEDP.

Additional information regarding the The Workforce Alliance meeting held on 8/18 where experts gave information on regulatory changes and what to expect in the workforce in the coming year was also provided.

Adjournment

The meeting was adjourned by consensus at 5 PM.