



Meeting of the North Florida Workforce Development Board, Inc.

Thursday, February 18, 2021, 4 PM

705 E. Base Street, Madison, FL 32340

Join Microsoft Teams Meeting

+1 312-625-3388 United States, Chicago (Toll)

Conference ID: 290 583 839#

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 – Mike Williams, Board Chair

In Attendance:

Mr. Ronnie Moore

Mr. Danny Collins

Mr. Rick Davis

Ms. Monique Gustafson

Mr. Monty Morgan

Mr. Mike Williams

Mr. Alex Fountain

Guests:

Mrs. Marian Powell, Powell & Jones CPA

Mr. Daniel Harper, DEO

Mr. Charles Williams, DEO

Staff:

Diane Head, Executive Director

Jessica Scott, Administrative Coordinator

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 11/05/2020 Board Meeting
3. Approval of Minutes from 02/15/2021 Executive Committee Meeting
4. Approval of Expenditure Report (through December 2020)
5. Approval of One-Stop Operator Report

Motion to approve by Mr. Danny Collins, seconded by Mr. Ronnie Moore, Approved

Items for Consideration

1. Audit Report—Presentation, Marian Powell

- a. Following a detail report from Mrs. Powell, a motion was made by Mr. Ronnie Moore to accept the report as presented, seconded by Mr. Rick Davis. There was no discussion, and the report was approved.
2. DEO Annual Performance Presentation—Daniel Harper
 - a. Following a brief overview of the DEO Performance Presentation from Mr. Harper, there were no additional questions from the Board. The item required no action.
3. Duke Grant application with MCSD (roll call vote)
 - a. Executive Director Head provided an overview of the grant pass-through for the Madison County School District’s CAPE program through the Duke Foundation. Staff recommendation is to approve the grant application.
 - b. Motion was made by Mr. Rick Davis to accept the recommendation, seconded by Mr. Moore. Given a conflict of interest, a roll call vote was heard and certified by the Board Chair.

Informational/Discussion Items

1. One-Stop Operator Procurement – Mrs. Head provided a brief overview of the procurement process and where the Board currently stands regarding the procurement of a One-Stop-Operator.
2. Nomination Committee – Mr. Ronnie Moore, Mr. Matt Pearson, and Mrs. Jodi Tillman will serve on the nomination committee. The committee members were approved by consensus.
3. Board Training
4. DEO Administrative Policies
5. Florida Scorecard
6. Financial Disclosure Forms due

Adjournment

The meeting was adjourned by consensus by Chairman Mike Williams, the last time in his capacity as Board Chair.

Meetings and materials (when available) are listed on our [website](#).

Financial Disclosure forms are due to your local Supervisor of Elections by June 30th (for 2019).