



# Pasco-Hernando Workforce Board, Inc.

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## Board of Directors Meeting

February 17, 2011

### Summary Minutes

Members present: Lex Smith, Board Chair; Mike Duncan, Board Vice Chair; Mark Barry; Don Burgher; Linda Campo; Michael McHugh; William Gerhards, Jr.; Francine Ward; John Howell; Tamara DiSi; Larry Utt; Emile Laurino; Bill Woodard; David Franklin; Rob Aguis

Members via teleconference: Steve Sacone; Patty Wisman; Marilyn Pearson-Adams; Commissioner Jeff Stabins; Charles Snider

Members absent: Ed Blommel; Matthew Peters; Randy Woodruff; Thomas Barb; Dr. Kathy Johnson; Mark Earl; Todd Vega; John Hagen

Staff and Guests: Jerome Salatino, CEO; Brenda Gause, Director of Operations; Ken Russ, Vice President; Dave Hamilton, Management Consultant/MOS; Chris Pietras, Director of Technology/Facilities; Kris Rawson, Garry Burlingame, Jan Johnson - Goodwill Suncoast

The meeting was called to order by Lex Smith, Board Chair, at 3:08 pm.

#### **Action Items:**

##### **Board Committee Minutes of December 16, 2010**

A motion was made by Dr. Kathy Johnson and seconded by Steve Sacone to approve the minutes. The motion passed unanimously.

##### **VLOC OJT Contract**

A quorum was not present and therefore this item was tabled.

##### **Form 990 – Informational Tax Return**

A motion was made by Dave Franklin and seconded by Larry Utt to accept the Form 990 – Informational Tax Return. The motion passed unanimously.

##### **Budget Modification**

A motion was made by Dr. Kathy Johnson and seconded by Steve Sacone to accept the Budget Modification. The motion passed unanimously.

The Board accepted the minutes from the Executive Committee meeting of January 13, 2011, and the minutes from the Legislative Committee meeting of January 18, 2011 as information.

Difficulties with the conference call service interrupted the Board meeting. Some members had difficulty in accessing the call. A roll call was taken but a quorum was not present. The VLOC OJT Contract item remained table.

At this time updates from various Committees were given.



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Dianne Weiss gave an update on behalf of the Audit Finance Committee. She reviewed the Financial Report Summary as of December 31, 2010 provided in the meeting materials.

Jerome Salatino gave an update on behalf of the Business Competitiveness Committee. He reviewed the EWT update spreadsheet provided in the meeting materials. He also advised the Board that the Workforce Overview Report is now accessible via the Career Central website and interested parties may subscribe online.

Mr. Salatino gave an update on behalf of the Legislative Committee which included an overview of the recent NAWB Conference in Washington, D. C.

Mr. Salatino also gave an update on behalf of the Nominating Committee. Melissa Seixas submitted her resignation from the Board. A request to approve Dean Judkins had been put before the County.

Mr. Salatino gave an update on behalf of the Youth Committee and their focus on increased involvement in Career Academies in an effort to drive these programs forward.

Dave Hamilton gave an update on behalf of the Persons with Disabilities Committee.

The Board reviewed the Performance Evaluation Process and Procedure as presented in the meeting materials. It was decided to launch one evaluation via SurveyMonkey.com that would be directed to the Board Members and a separated evaluation also via SurveyMonkey.com that would be directed to Mr. Salatino's direct reports. The results of these surveys would be reviewed by the Executive Committee at their next meeting.

The Board reviewed the remaining items including the Board Goals, Monthly Management Report, Customer Satisfaction Updates, and the Grant Status Update.

Lex Smith opened the floor for any other business. There being none, he sought any comments from the public. With no additional business and no public comments the meeting was adjourned.

Next Committee Meeting: April 21, 2011, at 7361 Forest Oaks Blvd., Spring Hill, FL 34606

