

**Pasco Hernando Workforce Board Meeting
Board Committee Minutes Summary
March 18, 2010**

Members present: Ed Blommel, Mark Barry, Commissioner Michael Cox, Tamara DiSi, William Gerhards, Jr., Dave Franklin, John Howell, Dr. Kathy Johnson, Emile Laurino, Michael McHugh, Lex Smith, Larry Utt, Todd Vega, Claire Walker, Patty Wisman.

New members present: J.B. Bowles, Charles Snider and John Hagen.

Members Teleconference: Linda Campo and Matthews Peters

Staff and Guests: Julie Marino, representing Steve Sacone, Attorney Beverly Barnatt, and Jerome Salatino, CEO.

Members Absent: Don Burgher, Mark Earl, Steve Sacone and Melissa Seixas

Business Meeting

Meeting was called to order by Ed Blommel, Chairperson at 3:00 pm.

Action/Discussion Items

Approval of board minutes from February 18, 2010 and Executive Committee from on March 11, 2010: Ed Blommel

Motion was made to approve the board minutes from February 18, 2010 by Emile Laurino and seconded by Larry Utt. Motion approved unanimously. The next motion was made to approve the Executive Committee meeting from March 11, 2010 by Emile Laurino and seconded by Dr. Kathy Johnson. Motion approved unanimously.

Jerome Salatino introduced our new Finance Director, Dianne Weiss. Ms. Weiss comes to us with extension workforce experience including seven years of experience from Worknet Pinellas.

Success Stories

Patrick Kerrwood, VP Human Resources, and Roger Haney, HR Generalist, Bayonet Point Regional Medical Center.

Mr. Kerrwood and Mr. Haney shared positive feedback on the services received from Career Central and the Business Services staff.

Lex Smith and Charles Snider arrived.

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Anonymous Email letter to Lisa Buie, St. Petersburg Times

An Anonymous letter and email was sent to St. Pete Times criticizing of the board members, activities or their contracts with the Workforce Board. After the board read the documents there was much discussion on how to address the allegations. It was noted these documents were also sent to Senator Fasano and the attorney's office.

During the discussions, Commissioner Cox shared there is pending legislative that may deal with some of these allegations. He stated he is comfortable with how these contracts have been handled in accordance with Statues. He felt to act on these innuendos would be inappropriate. However; he felt there are some arrangements in existence that need to be change.

It was determined by the board to allow each board member to respond to the allegation. Mark Barry stated he already sent his written response to the attorney's office.

1) ARC Nature Coast and Florida Back to Work contract

Addressed by Mark Barry. ARC has maintained similar contracts since 1994 to assist individuals with severe disabilities. The amount of the contract for 2009/2010 is \$14,000 and 100% performance base. Overall, ARC has not made any income from these contracts. It is difficult to place individuals with disabilities, and the pay rates are below industry standards.

Florida Back to Work contract

ARC did apply for these funds for five (5) positions. Mark Barry stated he felt this action was not out of line. The contract between Pasco-Hernando Workforce Board (PHWB) and ARC has a matching requirement. Mark has always disclosed and abstained during any motions regarding contracts involving ARC, and all contracts have been in compliance. Even with the pending legislative bill, ARC will still be eligible to engage in contracts with PHWB as a public entity.

John Howell added that ARC has a fee for service contract with Voc Rehab based on benchmarks. There cannot be a duplication of reimbursement between both agencies. He reported that both organizations went through an extensive review two years ago and found to be in compliance.

2) East Pasco Habitat for Humanity and Florida back to Work contract

Addressed by Ed Blommel. East Pasco Habit for Humanity is participating in this program. Dave Hamilton provided information regarding the program to the board. Ed Blommel disclosed and abstained during the motion by the board to approve this contract, and he will not apologize for getting six (6) people back to work in this current economy.

3) Don Burgher, Florida Insurance Brokers as insurance broker for benefits

Addressed by Ed Blommel. Ed Blommel stated this is something that occurred in the past and the process has been changed. Jerome Salatino added we have an obligation to provide benefits already in place to the staff. This issue was reviewed by the State in 2009. In was noted we are in the process of putting together a RFP for procurement.

4) Board members and Florida Back to Work program.

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Addressed by Jerome Salatino. Jerome Salatino reported these employers applied for these funds within the timeframe. It was noted our own staff was not aware of this program until the last minute. We also have four (4) contracts that are not representing by a board member. These funds offered by the State without any formula allocation or competitive bid process. As soon as the funds became available, two million dollars of the grant was already allocated to other regions because it was handled as a first come, first serve basis. However, there could be a second wave if the State can work these issues out.

5) In-house transition plan

Allegation addressed by Mark Barry and Emile Laurino. They stated the transition plan was approved by the Executive Committee and on the agenda today. It was felt this allegation is the result of someone resenting the direction in which the organization wants to move. Mark stated that as a board we should be proud of our progress and our transparency. The organization has been investigated, monitored in every way possible over the last nine months. Those things that need to be corrected have been corrected.

6) Sunshine Law

Addressed by Ed Blommel. Ed Blommel stated he is not aware of any back room communications. Education on the Sunshine Law was provided to the board last year and board meetings, activities and communication have been in compliance.

7) Changes to By-Laws

Addressed by Ed Blommel. Ed Blommel acknowledged that changes were made to By-Laws. Our goal is to get more private sector employers to participate on the board as required by State Statues. Regarding the new membership term, the new By-laws were a starting point. Dr. Johnson added Attorney, Al Torrence reviewed the Statues prior and during the process.

8) 401(k)

Addressed by Lex Smith. Lex Smith noted that it has already been addressed at a prior meeting that the 401(k) plan needs to be change. The goal will be to find the best products for the staff and will be properly procured.

9) Center for Independence

Addressed by Emile Laurino. Emile Laurino reported the organization is placing individuals with severe disabilities at a pay rate of only \$7.50 or \$8.00. Most have not worked before and obtaining employment for these individuals is a positive move.

10) OJT and new company

Addressed by Mike McHugh. Mike McHugh reported there is a new company, Med Active, in Hernando county ready to hire employees in the dental field. Information was provided about the Florida Back to Work program, and the company responded immediately. The company found the forms to be confusing to complete. Business Services was asked to provide assistance to the company to complete these forms.

Ed Blommel - Lee Ellzey.

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Addressed by Ed Blommel. Ed Blommel read a letter dated as of March 18, 2010 to tender his resignation immediately due to a lack of vote of confidence from board members and turn his role over to Lex Smith, Vice Chair. Ed Blommel stated he would leave the room to allow for a discussion and upon his return, he requested a motion to either accept his resignation or a motion for a vote of confidence.

Before leaving the room, Lex Smith made a motion to the board to either accept Ed Blommel's letter of resignation or make a motion to extend a vote of confidence. Motion was made by Lex Smith seconded by Commissioner Michael Cox.

Immediately, a motion was made by Commissioner Michael Cox to extend a vote of confidence to Ed Blommel as Chair of PHWB. Motion was seconded by Mike McHugh.

Discussion: Then, Dr. Johnson requested a show of hands to vote on the motion. Commissioner Michael Cox stated it was good that Ed Blommel stepped up and took this position. He added the board would be in bad position if Ed Blommel left.

The motion was approved unanimously by a show of hands and stating "Aye" by members on the phone.

Bill Woodard and Dr. Kathy Johnson left the meeting.

Regional Performance Annual Presentation, Workforce Florida, Inc (WFI)

Presenter: Charles Williams

The presentation included addressing the unemployment rate and performance of Region 16. Overall presentation included the success of Summer Youth program, improvements in some of the ratings over last year, and the region needs two appointments from the private sector.

Charles William then shared Workforce Florida's six strategic goals.

Action Items/Updates from Standing Committees:

Nominating Committee: Linda Campo, Chair:

Motion was made to approve three new board members from the private sector and economic development as in accordance of State Statues by Linda Campo and seconded by Lex Smith.

New members are: John Hagen, Pasco Economic Development Counsel; J.B. Bowles, American R&M Marine Products and Thomas Barb, Pasco-Hernando Hospice. Motion approved unanimously.

J.B. Bowles and John Hagen were present and introduced themselves to the board.

Linda Campo added that we are working on Board orientation for new members.

Finance Committee: Lex Smith

Finance Policy

Lex Smith introduced a revised Finance Policy for review and approved. The travel portion was changed to be more defined and in alignment with a State per diem rate and Federal IRS codes.

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Motion was made by Lex Smith to approved the revised Finance Policy and seconded by Mike McHugh. Motion approved unanimously.

Food and Beverage Policy

Next, Lex Smith introduced a draft Food and Beverage policy for the board's review and approval. Jerome briefly summarized the reason for the policy. WFI distributed this policy to all regions. This brings in alignment procedures for providing food and beverages at events.

Motion was made to approve this policy and incorporate it into our own policies by Lex Smith and seconded by Mike. McHugh. Motion approved unanimously. Jerome Salatino will advise WFI of the outcome.

Committee Structure

Lex Smith reported the Audit and Finance Committee will become two separate Committees. The Audit Committee will have representation from both counties and be responsible for input and oversight.

Monitoring RFP

Lex Smith stated we will procure our monitoring services. The annual cost of our monitoring services is \$100,000 for quarterly services. The contract expires June 30, 2010.

The Committee is requesting to reduce these services to semi-annually. The State requires quarterly monitoring. Currently, we have at least eight (8) auditing or monitoring activities a year including our annual audit and State audit. We also conduct in-house monitoring activities. We are looking at an annual savings of potentially \$50,000 to reduce these services.

Motion was made to procure our monitoring services semi-annually by Lex Smith and seconded by Mike McHugh. Motion approved unanimously.

Transition Plan Proposal for July 1, 2010

Jerome Salatino explained currently all services are contracted out except employer related services. This proposal is to bring in-house core services and center managers. At this time we do not have a direct link with the services but are responsible for the outcome. Our referrals are inconsistent with the qualifications required by employers. This change will provide a direct link between the employer and the job seeker and address these concerns. The proposal also includes contracting out the eligibility related programs to one provider (currently two). Contracting these services minimizes our liability. Our potential savings to bring in-house the core services is at least \$79,000 the first year (20% benefits and salaries).

The provider services will be procured through a RFP. We will have the results for the May 2010 meeting. This timing allows a 30 day transition to hire the Center mangers and interview applicants. The goal during this transition will be to get the best applicants for the job.

Discussion followed regarding the benefits of moving in this direction. Jerome noted we are only rated 12th or 13th among other regions. He is would like to see us being rated among the top in the regions.

A motion was made to bring the core services in-house and procure out the other services to one provider by Commissioner Michael Cox and seconded by J.B. Bowles. Motion approved unanimously.

Information Items/Updates

Remaining Standing Committee Updates:

Legislative Committee – Mark Barry, Chair

Mark Barry reported the Committee met on February 23, 2010. John Hagen will be added to the Committee. The next meeting is scheduled for March 23, 2010. Mark Barry stated at the initial meeting the scope of the Committee was established. One outcome was the elevator speeches. A list of the governing officials was provided. A request was made to board members that if they have a relationship with any of these officials, to inform them about the activities of this board.

Senate Bill 1646

Mark Barry provided a summary about Senate Bill. Some of the changes include confirming the Chair position by the Senate; prohibiting a board or family member from having contract with the workforce board; abstaining from voting were currently existing; and approving the Executive Director applicant by the County Commissioners. Mark stated that we need to be sensitive to the position that Senator Fasano is in with the issues regarding some of the workforce region. However, this bill potentially could become a disincentive for employers to participate as board member. The committee is still evaluating the Bill.

Business Competitive Committee-Mike McHugh

No updates.

Frequency of Board meetings and Standing Committees:

Due to the need to approve EWT contracts as soon as possible and other pending activities, it was decided to continue meeting monthly at this time.

Other Operational Updates: Jerome Salatino

Contracts, One-Stop RFP and EWT RFP

Jerome Salatino provided an update about the article on the pending arrest. Bay News 9 interviewed Jerome today. We have several RFPs in process and it was noted we are operating under a lot of scrutiny.

Financial board training on funding accounts

Dianne Cox will provide training at the next board meeting on April 15.

Public Comments

Adjournment - Next Committee Meeting: April 15, 2010 - 7361 Forest Oaks Blvd., Spring Hill 34606