

**Pasco Hernando Workforce Board
Executive Committee Summary Minutes
May 6, 2010**

Members Present: Ed Blommel (see notes below); Mark Barry; Don Burgher; Michael McHugh; and Dr. Kathy Johnson.

Members via Teleconference: Lex Smith and Emile Laurino

Members Absent: Linda Campo and Francine Ward

Staff and Guests: Jerome Salatino and Dianne Weiss

Executive Committee meeting was called to order by Lex Smith at 1:02 pm.

Business Meeting

Consent Action/Discussion Items

Review or Approval of Executive Committee Minutes

Motion to approve the Executive Committee minutes of April 15, 2010 was made by Mark Barry and seconded by Don Burgher. Motion approved unanimously.

Nominating Committee: Recommendation of new board members

Motion to approve Marilyn Pearson-Adams as a board member was made by Mike McHugh and seconded by Don Burgher. Motion was approved unanimously.

Selection of One Stop Services Provider

Jerome Salatino presented the rating results from the RFP. Only three proposals were received. Member of the review process were: Dianne Weiss, Finance Director; Brenda Gause, Director of Operations; David Hamilton, Operations Consultant; Jerome Salatino, CEO; and Dr. Kristin Daily, from a peer region. The rating scores were as follows:

<u>Provider</u>	<u>Score-Points</u>
Goodwill	777
Arbor E&T	721
DESI	622.5

Discussions followed.

Note: Ed Blommel joined the meeting during the discussions.

Jerome Salatino stated Arbor's performance has improved, but Goodwill provided a better response to our RFP. Goodwill response showed strength in quality assurance, leadership and data management as well as high performance demonstrated over the past five to ten years.

Staff requested approval to begin negotiations with Goodwill over the next 30 days. If terms cannot be reached during this timeframe, then staff is requesting approval to engage in negotiations with Arbor.

Motion was made by Mark Barry to accept staff's recommendation to select Goodwill as our Service Provider for the One-Stop and begin negotiations over the next 30 days, with the understanding if terms for a contract cannot be reached within this time period, to approve for staff to engage in negotiations with Arbor. This motion was seconded by Dr. Kathy Johnson. Motion was approved unanimously.

Recommendation for Monitoring Services

Jerome Salatino provided the results of the RFP for Monitoring Services. Only two companies responded. The cost for this service was around \$50,000 from both companies. One of the responses is our current provider.

A request was made to bring these monitoring services in-house and take no action on the RFP. The cost savings will be put back into programs. Our Finance staff, Dianne Weiss and Cathy Bravico, has the expertise to complete these functions in-house. If approved, we will need to notify the State of this change on July 1, 2010. Lex Smith added this move would allow for interaction between Finance staff and the Audit and Finance Committee.

Motion was made by Lex Smith to take no action on the RFP for Monitoring Services and bring these services in-house to be completed by qualified staff and eliminate this service from the provider. Motion was seconded by Don Burgher.

Discussion followed and the following points were made:

- Staff is already in place with required expertise
- If needed, we can bring on another person (current vacant position) with expertise
- State has a template in place for quarterly monitoring
- We already have outside independent auditors, James Moore and Company
- Current monitoring group were the same providers when the fraudulent activity occurred
- Contact other regions to acquire additional peer training as needed
- Will receive outside monitoring services from prior RFP this month one more time

After discussions ended, motion was approved unanimously.

Information Items/Updates

Youth Committee update: Emile Laurino

Emile Laurino reported the Committee met last week. A representative from Henkels & McCoy made a presentation. We will have a Summer Youth program this year with Henkels and McCoy. Henkels & McCoy were the providers last year. We are still waiting to see if the State will provide

funding this year as last year. If not, we have some funds left over to provide limited training on our own.

Pat Crowley, Hernando County Chamber of Commerce, and Rob Aguis, representing Pasco County School District, were present. The objective of the Committee is to reach out and combine resources within the community.

Audit and Finance Committee: Lex Smith – has not met this month.

Lex Smith reported the Committee will not meet this month due to the change in date of the Executive Committee meeting.

990 Form: Dianne Weiss reported on the status of the 990 Form. There was a delay in filing the form pending final results of the OIG report. The filing date was May 15, 2010. Legal counsel and our Auditors researched a need to report “excess benefit transactions” due to the OIG report. This issue refers back to prior management. It was determined there was no need to report “excess benefit transaction” since the board member involved did not actually receive a benefit and the funds were recovered and returned to the State.

The 990 form will be presented to the full board on June 17, 2010. Previously, there has not been a requirement in place to present this document to the board.

Other Standing Committee Updates:

Nominating Committee: Linda Campo

Jerome Salatino reported for the Committee in the absence of Linda Campo on the board composition.

- Marilyn Pearson-Adams will go to the full board for approval on May 20
- Michael Duncan, Withlacoochee, completed a county application this week to be forwarded to Hernando Board of County Commissioners for approval.
- Received a board application from Superintendent Bryan Blavatt.

Jerome Salatino stated with the approval of these three individuals, we will have 33 board members as required by the By-Laws for a minimum number of members. However, we still lack representatives from Pasco County. The Vice Chair position will be vacant July 1, 2010. The position is required to be filled from Pasco County. We have another individual from Pasco County to interview as a potential board member.

Legislative Committee: Mark Barry

Mark Barry reported for the Committee. The Committee is setting up appointments to meet with local officials. With the progress made, members will be meeting less often than monthly.

Business Competitive Committee: Mike McHugh

No update.

People with Disabilities Service: Mark Barry – new Ad-hoc Committee.

This started as an initiative to solicit interested individuals from relevant agencies and providers to develop a strategy of partnering with the Workforce Board in assisting individuals with disabilities to become employable. This is a better outcome than only renewing the contracts. Mark Barry will be the Chair for this Committee.

Other Operational Updates: Jerome Salatino

Jerome Salatino announced that we will have a budget ready for the full board on June 17.

We created a RFP for Economic Development. The proposal is to contract with an agency to provide these services including an initiative for assisting small businesses.

Jerome Salatino reported we are renovating the Centers to change the culture and customer flow. The focus is to be more user-friendly and accommodating to job seekers. The final cost for renovations will be presented to the Executive Committee.

Public Comments

Nancy Thompson stated that Arbor is disappointed with the outcome. She requested that we provide at least a 30 day notice of the outcome so staff will be notified timely of their last working day as June 30, 2010.

Don Burgher is coordinating a healthcare reform forum with the assistance from Steve Wilson and Ana Segovia. This forum will assist employers to become prepared for the next eight to ten years.

Adjournment

Next Committee Meeting: June 10, 2010 at 9:30 am