

**SUNCOAST WORKFORCE
BOARD MEETING**

3660 N. Washington Blvd, Sarasota, FL 34234
Thursday, January 24, 2013
8:00 A.M.

I. Call to Order

Dale Vollrath, Chairman, called the meeting to order at 8:00 A.M., and self-introductions were made.

II. Action Items

Approval of November 29, 2012 Meeting Minutes

Dale Vollrath, Chairman, asked for a motion to approve the November 29, 2012 meeting minutes. A motion was made by Lisa Eding to approve the minutes, seconded by Linda Johnson. The motion passed unanimously.

Acceptance of Resignation from Dr. Chet Evans, LECOM

Dale Vollrath asked for a motion, with regrets, to approve the resignation of Dr. Chet Evans. The motion was made by James Taylor, seconded by Peg Beck. The motion passed unanimously.

Approval of Related Party Contract – KHS-USA – Josh Matlock, SW

Josh Matlock requested approval for an On-The-Job Training contract to assist two (2) applicants to obtain positions with KHS to learn the skills to be proficient at the tasks required. The positions are one electrical assembler, and one mechanical assembler. The trainees would start at \$12.00 per hour for a six month training period. The maximum funds reimbursed to KHS USA would be \$6,240 per employee, for a contract total of \$12,480.00.

A motion was made by Mark Huey, seconded by Mark DeHaan for approval of the OJT agreement to allow KHS USA Inc. to hire and train two (2) new employees through the Suncoast Workforce's On-the-Job Training program. The motion passed; Dr. Mary Mercurio of KHS-USA, Inc. abstained.

Approval of Related Party Contract – Hoveround Corporation – Josh Matlock, SW

Josh Matlock requested approval for On-The-Job–Training to assist three (3) applicants in obtaining call center representative positions with Hoveround and to learn the skills required to be proficient in these roles. The trainees would start at \$12.00 per hour, for a six month training period. The maximum funds reimbursed to Hoveround would be \$6,240 per employee, for a contracted total of \$18,720.00.

A motion was made by Mark Huey, seconded by David Kraft to approve the OJT agreement to allow Hoveround to hire and train three (3) new employees through the Suncoast Workforce's On-the-Job Training program. The motion passed; Rick Mosholder of Hoveround abstained.

III. Chief Operations Report – Ted Ehrlichman, SW

Josh Matlock and Anthony Gagliano gave a presentation on the Best Practices Model used by the Business Services Department to discuss how Business Services partners with the Economic Development and local chambers and the our region.

Ted Ehrlichman stated the Performance Council and the Skills Development Councils have been formed and meetings are scheduled.

IV. President/CEO Report – Mary Helen Kress, SW

Mary Helen Kress distributed a copy of Senate Bill 222, recently filed by Senator Detert. If passed, this bill would transfer the functions of the Re-employment Assistance Appeals Commission to the Department of Economic Opportunity, creating a regional appeals office at each regional workforce board. The bill at this point is still being revised. Mary Helen Kress will keep the Board apprised of the changes.

V. Chief Administrative Report – Janice Walls, SW

Janice Walls reported on the opening of the satellite office located at Sarasota County Technical Institute. A soft opening is scheduled for Feb 4, 2013, with a grand opening on March 7, 2013.

Ms. Walls distributed a copy of the Internal Control Compliance Program (ICCP) certification form for quarter ending December 31, 2012, and stated it is for information purposes only.

Ms. Walls discussed the Workforce Development Partnership Project – a task force created in response to the Sarasota County School Board and the county project. This project is in response to a survey sponsored by CareerEdge in 2012. The focus of the group is to address the skills gap determined from a manufacturing survey. Two major areas identified a skills gap: Skills Production, and Engineering. This project is in the strategic phase and updates will be provided as they become available.

VI. Committee and Council Reports

Sally Hill reported on the Communications Committee activities including the statewide branding, website consolidation and social media highlights.

James Taylor reported that the Youth Council met on January 23, 2013. Two of our youth contractors (ECCI and Thaise) gave updates on their programs and summer youth initiatives were discussed.

VII. Public Comment/Closing Remarks

There were no public comments.

VIII. Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted,

Mary Helen Kress
President & CEO

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Absent Present	Board Member	Additional Attendees
P	Dale Vollrath – Chair, President, TRC Staffing	Mary Helen Kress
P	Peg Beck, Executive Director, State College of Florida	Ted Ehrlichman
A	Tom Bedwell, Assistant Training Director, Tampa Area Electric	Josh Matlock
P	Todd Bowden, Executive Director, Sarasota County Technical Institute	Janice Walls
P	Julie Brooks, Human Resource Manager, Manatee Memorial Hospital	Kathy Bouchard
P	Dr. Mary Cantrell, Director, Manatee Technical Institute	Fedora Ford Kendricks
A	Christy Cardillo, CPA Tax Manager, Shinn & Company	Michael Murray
A	Felipe Colon, Financial Advisor, Wells Fargo Advisors	Anthony Gagliano
P	Mark DeHaan, Community Development Manager, SunTrust	Sally Hill
P	Lisa Eding, Human Resource Director, Sunset Automotive	Elena Diesen
A	C.R. Jay Foutty, Representative, Jay & the 7 Vets	Tracey Barta
A	Sharon Hillstrom, Associate Director, Manatee Economic Development Council	Debbie DeLeon
P	John Howell, Area Director, Vocational Rehabilitation	Commissioner Gallen
P	Mark Huey, President, CEO, Economic Development Council of Sarasota	Jahna Leinhauser
P	Linda Johnson, Operations Administrator, ACCESS Circuit 12 Court	
A	Adam Kendall, Certified Financial Planner, Morgan Stanley	
P	Mark Kennell, Chief Purchasing Agent, Mills-Gilbane	
A	Frank Kovach, Owner, Kovach Air	
P	David Kraft, Vice President, Sun Graphic Technologies	
P	Dr. Mary Mercurio, Director of Human Resources, KHS-USA, Inc.	
P	Rick Mosholder, Director, Human Resources, Hoveround	
P	Bryan Pope, General Manager, Salvation Army	
A	John Randall, Project Director, AARP	
A	William Russell, Executive Director, Sarasota Housing Authority	
A	James Taylor, Certified Financial Planner, ProEquities	
A	Larry Utt, Training Coordinator, Local Union 123	
A	Mey Vidal-Paredes, Human Resource Manager, Longboat Key Club	
A	Bill Webster, Director of Public/Government Affairs, Bealls	
P	Matthew Westerman, Labor & Employment Attorney, Blalock Walters, P.A.	
A	Elizabeth Woloszyk, Director, ITT Tech	
A	Frances Alvarado, Career Counselor, Suncoast Workforce	

* Attended via Teleconference