

Board Meeting

Date: December 18, 2014
Time: 3.00 p.m.
Location: 4440 Grand Blvd., New Port Richey, 34652
Dial in: 1-800-750-4065, participant code: 187919#

Board Agenda

RWB 16 – 2013-14 Performance Presentation Lois Scott, DEO

Action Items:

Action Item 1 – Approve minutes from August 7, 2014 meeting Pages 1-3
Action Item 2 – Negotiations to Remain at Current NPR Location Page 4

Information Items:

Financial Summary Report, dated 10/31/14 Page 5
Committee Updates Pages 6-7
Follow the Money PresentationDianne Weiss

Public Comments



ACTION ITEM 1
Approval of Minutes

Draft minutes of the August 7, 2014 Board meeting are presented for review. Any modifications should be requested prior to approval.

Draft
Board Meeting Minutes
August 7, 2014

Board Members:

Present: Rob Aguis, Mark Barry, Sondra Cranford, Dana Cutlip, Mark Earl, David Franklin, Kathy Johnson, David Lambert, Nils Lenz, Cem Maier, Ken Minter, Scott Morreale Joelle Neri, Tim Reed, Lex Smith, Charles Snider, Bill Woodard

Absent: John Howell, Patricia Keelean, Lorri Kindberg, Matthew Peters, Larry Utt, Todd Vega

Quorum Present? Yes

Others Present:

PHWB Staff – Jerome Salatino, Brenda Gause, Ken Russ, Dianne Weiss

Proceedings:

Meeting called to order at 3.07 p.m. Chair, Mark Earl

Action Item 1 – Approve minutes from June 19, 2014 meeting

The Board reviewed the minutes from the June 19 meeting. With no changes or comments, the minutes were approved.

MOTION made by Lex Smith and seconded by Bill Woodard to approve the minutes from the June 19 meeting. Motion carried.

Action Item 2 – Executive Committee and Committee Chair Appointments

The Board reviewed nominees for the Business Competitiveness Chair (Tim Reed) and Youth Committee Chair (Dave Franklin). Additionally, the Board reviewed candidates for the Executive Committee including Tim Reed, Dave Franklin, Kathy Johnson and Dave Lambert.

MOTION made by Bill Woodard and seconded by Joelle Neri to approve the Executive Committee and Committee Chair Appointments. Motion carried.

Action Item 3 – Meeting Schedule

A meeting schedule for the 2014 – 2015 program year was presented to the Board for their review and approval.

MOTION made by Bill Woodard and seconded by Lex Smith to approve the meeting schedule. Motion carried.



Draft
Board Meeting Minutes
August 7, 2014

Page 2

Action Item 4 – FY2015 Budget Modification #1

Budget Modification #1 was presented to the Board for their review and approval. Dianne Weiss highlighted the revenue changes and expenditure adjustments.

MOTION made by Lex Smith and seconded by Joelle Neri to approve Budget Modification #1. Motion carried.

Dianne reviewed the Financial Report Summary YTD June 30, 2014.

With no further business to conduct and no comments from the public, the meeting adjourned.



ACTION ITEM 1 & 2
Negotiations to Remain at Current NPR Location

BACKGROUND

In preparation for the lease ending in February 2015 on the office space located on Trouble Creek Road in New Port Richey, an RFP for office space was released. In response to that RFP, two bids were received -- one from the current landlord and the other from the owner of a building on Ridge Road. The bids were reviewed and rated by PHWB staff, a Board member and partner staff. The Ridge Road property was ranked highest based on a lower price per square foot. Permission was granted by the Board to negotiate further with the owner of the Ridge Road property and estimates for building out the facility were gathered and averaged \$300,000. When factoring the build-out costs in to the price per square foot, the rate for the space at Ridge Road increased significantly. In the meantime, the current Trouble Creek landlord reduced their initial proposal.

JUSTIFICATION

A simple comparison of the cost per square foot of the two facilities follows:

<u>Location</u>	<u>Space</u>	<u>Cost per sq. ft.</u>	<u>Annual Cost</u>
Trouble Creek Road:	14,513 sq. ft.	\$10.00 per sq. ft.	\$145,130
Ridge Road:	14,232 sq. ft.	\$11.33 per sq. ft.	161,248.56

Remaining at the current location on Trouble Creek Road represents savings in the amount of \$66,118.56 (\$16,118.56 in rent, plus moving expenses estimated at \$50,000) in the first year.

RECOMMENDATION

Staff requests permission to negotiate a new lease with the current landlord, Trouble Creek Square Center, Inc. The new negotiated prices will take effect March 1, 2015.

Pasco Hernando Workforce Board, Inc.
 Financial Summary Report
 October 31, 2014

% of Year Elapsed
 33%

Program:	Approved Budget	FY15 Accrued Expenditures	Goodwill Obligations	Total Accrued Expenditures	Budget Balance Remaining	Percent Expended or Obligated
WIA Adult	1,738,703	572,124	198,145	770,269	968,434	44%
WIA Youth	1,804,735	292,727	78,337	371,065	1,433,670	21%
WIA Dislocated Worker	1,430,028	462,094	158,916	621,010	809,018	43%
WIA DW National Emergency	31,934	1,911		1,911	30,023	6%
Trade Adjustment Assistance*	93,500	39,292		39,292	54,208	42%
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Subtotal WIA	5,098,900	1,368,148	435,399	1,803,547	3,295,353	35%
Wagner Peyser *	754,357	315,102		315,102	439,255	42%
Veterans Programs *	51,002	14,747		14,747	36,255	29%
Supplemental Nutrition Assistance Program	210,000	86,276		86,276	123,724	41%
Re-employment Assistance	84,424	27,525		27,525	56,899	33%
Re-Employment & Eligibility Assessment (REA) (7/1/14-3/31/2015)	141,285	75,199		75,199	66,085	53%
Subtotal Employment Services	1,241,068	518,851	-	518,851	722,217	42%
Welfare Transition Program	1,715,480	513,731	140,457	654,188	1,061,292	38%
Subtotal Welfare Transition Program	1,715,480	513,731	140,457	654,188	1,061,292	38%
USDOL H1B Technical Skills	849,777	147,924	83,983	231,908	617,869	27%
Workforce Innovation Grant	603,286	100,824		100,824	502,462	17%
Subtotal Other Grants	1,453,063	248,749	83,983	332,732	1,120,331	23%
Total FY 2015 Budget	9,508,511	2,649,478	659,839	3,309,317	6,199,194	35%

* Does not include DEO Staff Salaries

	Balance 07/01/14	Receipts	Disbursements	Balance 10/31/14
Corporate Account	\$ 63,299.25	\$ 12,980.00	\$ 8,462.65	\$ 67,816.60

Committee Updates

Business Competitiveness Committee

Last meeting: November 6, 2014

Tim Reed was appointed as Committee Chair.

The Committee recommended the de-obligation of Employed Worker Training (EWT) funds which was later approved by the Executive Committee. Funds in the amount of \$150,000 will be re-directed to Goodwill for use in Training and Adult Services programs where they are currently experiencing a back log in enrollments.

The Committee recommended a series of 'Lunch and Learn' sessions to be held with local businesses to increase awareness of On-the-Job Training (OJT) and Employed Worker Training (EWT) programs and opportunities.

Services for Individuals with Disabilities Committee

Last meeting: March 5, 2013

Ticket to Work (TTW) is Social Security's program encouraging individuals receiving disability payments to consider reentering the workforce. The vehicle they use to do this are "networks" where they can receive counseling and other assistance in order to make the transition. CareerSource is a designated TTW network. Tracy Reid-Rowe is the designated counselor for TTW customers. The Board receives a benchmark quarterly payment for every TTW customer in a network that gains employment and earns enough wages to replace her or his Social Security benefits. In October, the Board received over \$30,000 in TTW payments as Social Security caught up with back payments for two individuals and reimbursed for two current customers that recently gained employment.

The Services for Individuals with Disabilities will be meeting January 14, 2015 at 1:00 pm at the ARC Nature Coast Center on 5283 Neff Lake Road in Brooksville. This will be an opportunity to review statistics on our service to individuals with disabilities, review the Ticket to Work Program, and set new goals for 2015. Additionally, Chair Mark Barry will have us tour his newest facilities project – the start of four new group-homes on the Neff Lake Road Property.



Youth Committee

Last meeting: November 20, 2014

Dave Franklin was appointed as Committee Chair.

Kelly Rogers was recently hired as Youth Coordinator as was introduced to the Committee at the last meeting.

Activities on behalf of the Youth Committee include:

- Connecting CTE teachers and career specialists in schools with local businesses to raise awareness of these programs
- Identifying opportunities with alternative schools for at-risk youth
- Working with interested parties to develop a mentoring committee

