



# Pasco-Hernando Workforce Board, Inc.

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## Board of Directors Meeting

December 16, 2010

### 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 October 21, 2010**

A motion was made by Emile Laurino and seconded by Don Burgher to approve the minutes. The motion passed unanimously.

##### **Executive Committee Minutes of November 15, 2010**

A motion was made by Don Burgher and seconded by Rob Aguis to approve the minutes. The motion passed unanimously.

##### **Audit / Finance Committee Minutes of November 15, 2010**

A motion was made by Emile Laurino and seconded by Mike Duncan to approve the minutes. The motion passed unanimously.

##### **Budget Amendment**

Ms. Weiss detailed an amendment to the budget due to grant funds received. A motion was made by David Franklin and seconded by Linda Campo to accept the budget amendment. The motion passed unanimously.

##### **Board Member Nominations**

Ms. Campo advised the Board of nominations to fill three open spots on the Board of Directors. Commissioner Henry Wilson was appointed to the Board by the Pasco County Board of County Commissioners, following the recent elections replacing former Commissioner Michael Cox. A motion was made by Emile Laurino and seconded by Don Burgher to accept Commissioner Henry Wilson to the Pasco-Hernando Workforce Board. The motion passed unanimously. The next nominee, Barbara Manuel, was presented. Ms. Manuel is the owner of WWJB and is a long standing member of the Hernando County area. A motion was made by Francine Ward and seconded by David Franklin to accept the nomination of Barbara Manuel. The motion passed unanimously.



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The final nominee, Dean Judkins, was presented. Mr. Judkins is the VP of Operations at the Silver Thorn Country Club. A motion was made by Don Burgher and seconded by Rob Aguis to accept the nomination of Dean Judkins. The motion passed unanimously.

## **Committee Updates**

Mr. Smith moved on to hear Committee Updates. In the absence of Randy Woodruff, Audit Finance Committee Chair, Mr. Smith inquired of any committee update from either Dianne Weiss or Jerome Salatino. Mr. Salatino commented that there was no further update beyond the budget amendment addressed earlier by Ms. Weiss. Mr. Smith inquired about the status of the Audit, and Ms. Weiss gave an update on the progress and estimated completion.

Mr. McHugh gave the Board an update from the Business Competitiveness Committee. He referenced the three items included in the Board Materials: EWT, IWT and QRT contracts year-to-date; Goals of the Business Competitiveness Committee; and the Workforce Overview Report.

Mr. Barry updated the Board regarding the National Association of Workforce Boards Forum, advising that anyone interested in attending should indicate so.

Mr. Laurino gave an update to the Board on the Youth Committee, which met just prior to the Board Meeting. He discussed plans for a Youth Summit, tentatively set for March 2011. More details would be shared with the group as the plans become more firm.

Mr. Barry updated the Board on the Persons with Disabilities Committee. The group will address the Hernando County Chamber Breakfast event. Also, the group will be giving an award to an employer of persons with disabilities at an upcoming event with the Pasco Economic Development Council.

## **Administrative and Operational Updates**

Moving on to Administrative and Operational Updates, Jerome Salatino reviewed the Balanced Scorecard report just recently released, detailing the significant improvement in our ranking. He advised the group of incentive dollars that our region will be awarded based on this improvement in our performance. Mr. Salatino reviewed the Monthly Management Report and Customer Satisfaction Updates, as well as the Grant Status Update.

Mr. Salatino introduced the Carl D. Perkins Grant for review by the Board. Rob Aguis explained that the grant application process requires that the Pasco County School District seek the review of the grant application by the regional Workforce Board.

Mr. Smith opened the floor for any other business. There being none, he offered to hear any public comments. Again, there were none and the meeting was adjourned.

Next Committee Meeting: February 17, 2010, at 4440 Grand Blvd., New Port Richey, FL 34652

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