



## Minutes

### Board of Directors Meeting | February 17, 2016

8:00 a.m. – 10:00 a.m. CST

UWF Emerald Coast Joint Campus:

1170 MLK Boulevard Fort Walton Beach, Florida

Room 156 (upstairs)

Call in Number 1-857-232-0157 216115

- I. **Welcome:** In attendance Greg Britton, Ed Phelan, Warren Whitfield, Wayne Henson, and Cindy Anderson. Calling in were, Joe Tannehill, Caroline Dausat, Jorge Gonzales and Terry Ellis
- Anti-Trust Reminder: Greg reminded everyone the policy was attached and we should periodically read through it.
- II. **Treasurers Report:** Joe presented the report for both the general operations and academy funds. He also asked the BOD to support him going out to the other payroll management companies for proposals for Cindy's payroll. The BOD supported and he will ensure he will include all the members that provide these services and have the results ready prior to the beginning of the fiscal year.
- III. **Actions:**
- Approval of Minutes from November meeting: Approved
  - Accept Audit for the record: Accepted report with all recommendations except the recommendation to transition all accounting to QuickBooks. Approved
  - Approve new member applications:
    - Grinkmeyer Leonard Financial - Affiliates - Approved
    - GS Gelato – Manufacturer (51-100 employees) – Approved as soon as the check is received
- III. **Discussion Items:**
- Discussion of April General Meeting at PSC with potential time change (8:30 to 9:30): The three speakers below were approved and beginning in April, the general membership meeting will begin an hour later than in the past to allow travel time.
    - MSSC – Leo Reddy speaker – Cindy discussed the timing of having MSSC will be to explain the need for a Process Technician program at PSC and the need to have the manufacturers engaged with the program planning to potentially acquire a grant for startup of program.
    - TRADE – Marilyn Barger
    - FLMakes – Maria Alfano – Greg detailed what the FLMakes is all about and how they could potentially help manufacturing in NWFL. He is now on the FLMakes BOD and feels we should work with them to develop a plan for moving forward. He asked the BOD to support Cindy taking time this month to work with FLMakes to draft a plan for NWFL and bring it back to next BOD meeting in March. Ed suggested including funding for internships. Greg suggested we offer Cindy's salary for in-kind matches. The BOD approved Cindy putting her time towards this effort.



- Discussion of July General Membership to have a CareerSource Panel: Greg suggested we ask the four CareerSource Boards and the State CareerSource to speak at our July General Membership Meeting and discuss what services they offer, including, but not limited to , existing military and veterans services. Also include EFI and Department of Commerce to educate the manufacturers on the export services they offer. Greg also offered up his facility for the meeting with a tour afterwards.
- Update on World of Possibilities: Cindy provided an update of who will be included in the World of Manufacturing (Ascend, DS SolidWorks with a 3-D Printer, Amatrol, ECSD with Lego robots, PSC with larger robots and the virtual welding trailer) next week and they were anticipating over 2,000 students. It was suggested that the new student video also be set to run throughout the event.
- Potential new Initiative:
  - International Trade Education: After much discussion, it was decided that the Council would be a linkage from international development to our manufacturers. Most members felt they had the needed resources, but not all members knew about the resources. The beginning of this was to add an introduction to international export development to the July general membership meeting
  - Speakers Bureau: This will be initiated as presenters into the secondary manufacturing academies was initiated in March
  - Media/Press: Cindy to reach out to the membership to aid in pushing out our press releases

#### IV. Committee Updates

- **Membership** – Ed noted the progress being made on the aging report reduction and the uses of the brochures. Greg will reach out to GAC Contractors and Ed will mention to Wayne at the Panama City Port Authority again. Cindy to reach out to Ryan again for the digital version of the brochure for emailing capability. He noted the Membership Committee was meeting after the BOD and was planning on developing a “refer a friend” plan. There was also discussion about developing stickers for the membership showing they are a member of the Council, Cindy will bring this back to March meeting, as well as looking into the request for our members to place NWFMIC link on their websites.
- **Education and Training** – Cindy
  - Educator Retention – Cindy discussed the concern with retention of educators and that this was a top priority of the Education and Training Committee. Suggestions were made:
    - Have high paid externships in summer
    - Consulting projects
    - Contracts with districts to implement manufacturing programs such as the contract between Okaloosa and Embry Riddle for the aerospace program
    - Get with DOE to change rule allowing performance based rewards from the private sector.
  - Restructure of Committee: Cindy described the restructuring to take place allowing for more meaningful meetings for both strategic and tactical discussions, including projects such as Career Pathways for all districts, long term visioning for the region, educator professional development, tracking successes/challenges overcome, etc.



- Professional Development: Second PD class to take place first week of March with will include bringing all the manufacturing educators together to have open discussion of successes, challenges, suggestions, etc. as well as Amatrol training which UWF is assisting in the funding
- Tracking/Evaluation of NWFMC Programs: Cindy is now beginning to work with all manufacturing programs to track data ensuring the Council can quantitatively show progress with the funding spent.
- BOD asked that Cindy reach out and determine who is using the video
- The BOD asked that we begin moving the BOD around and hold the meeting at the various Manufacturing Academy locations. Cindy will get with the Academies and set up the May BOD at one of the Academies.
- **Military** – Greg mentioned a discussion with Linda Sumblin and has asked to postpone the Military Committee activities until we hear from the CareerSource at our July general membership meeting

V. **Executive Director's Report Submittal:** Cindy presented and there were no questions

VI. **Next Board Meeting:** March 16, 8:00 – 10:00, Conference call only