



Agenda

Board of Directors Meeting | May 18, 2017

2:00 p.m. – 3:30 p.m. CST

Rutherford High School Manufacturing Academy

1000 School Ave, Panama City, FL 32401

Call-in: 1-888-670-3525 968-873-1924#

- I. **Tour:** Rutherford High School (Manufacturing Academy) – Eddie Milles, educator for the Rutherford HS Manufacturing Academy provided a tour of his computer lab and hands on lab. Three of his students spoke with us regarding their plans and what they are learning.
- II. **Welcome:** Ed Phelan welcomed Dee Setzer, Joe Tannehill, Jared Banta representing Caroline, Barbara Mitchell, Nicole Gislason in person and Warren Whitfield and Dan Velazquez via phone. Also, joining us was Beth Patterson from the Bay County School District and Alan Jefferies from Gulf Coast State College.
 - Anti-Trust Reminder– Ed reminded all to adhere to the attached Anti-trust Policy
- II. **Discussion Items:**
 - Ed thanked Joe for all his work to the Council as he will be stepping down from the treasurer position next month. He has been the treasurer since creation of the Council and his leadership in setting up the financial system we have has been above and beyond the call of a volunteer. Joe appreciated the gratitude and explained how he has seen us grow and create programs and is proud to have been a part but feels it will be a healthy transition to have Dan take on the treasurer role July 1. From this there was discussion relative to the remaining education funds and how there was anticipation the talent and marketing committees will be making decisions and recommendations that will involve the spending of both the operational funds and the remaining education funds this upcoming fiscal year. Jennifer Grove and Nicole will continue to be those we will go to to ensure all recommendations to the board will be appropriate if the Education funds are involved. One specific item for the education funds was the CNC training offered to students, educators and incumbent workers. This was a great class and those who participated in the first two years (including Ed) were most impressed!
 - Ed also spoke about the new company coming to Panama City, GKN. He will determine the point of contact and we will interject as needed to assist with workforce development.
 - Nicole briefed the Board on what UWF was currently providing to the Council including the two new Business Development Analyst. She provided a short overview of their duties and that they were already visiting manufacturers in the region to discuss services UWF and the Council could provide them. She and Cindy discussed the first tour with Hitachi and how well that went. It is hopeful they will be joining the Council. With the \$480k grant obtained by UWF for manufacturing in the region, much is being done to promote this specific industry sector including the new website that should be to the Board in next couple of months for their first preview and MUCH support from the two business analyst, Nicole, Kati and others at UWF. She detailed what Kati was doing with Cindy and the Newsletter. Cindy asked the Board what they thought of the newsletter and Joe was very positive about the content and layout. As he put it, it is a quick read of valuable information.
 - Cindy noted the next Talent Committee meeting was June 7 at 9:00 and from that, Kristie will provide a report back to the Board at the June 15 conference call
 - Dee provided an update on the Marketing Committee efforts. She had reached out to Ben Shuman who is heading up the competition committee and he will provide suggestions on where we can have banners to promote



manufacturing in NWFL. At the June 7 Marketing Committee meeting, there will be discussion relative to designing a banner for use at events such as the competitions. It was also suggested to reach out to Ted Missildine, Freeport HS to determine if there was a way to use the robots he has stored, Cindy will accomplish that asap. Ed reminded us that Beth at the Doolittle Institute has robotics kits that can be purchased for students use. Jared suggested the Council might desire to purchase the materials and “lend” to the schools to ensure if they are not being used, they are not being stored but returned to the Council for others to use. Cindy to get with Beth to better understand the “kits” and to encourage them to become members.

- Cindy reminded everyone the task list for FY16/17 was attached and had been emailed to them and it would be discussed in greater detail next month as it will be the last update for the end of the fiscal year

III. **Next Board Meeting:** June 15, 3:00 Conference call



NORTHWEST FLORIDA MANUFACTURERS COUNCIL, INC.

ANTI-TRUST VIOLATION POLICY

Violations of federal anti-trust laws are criminal acts. Criminal sanctions for anti-trust violations have increased substantially in recent years. A corporate violator may be fined as much as 10 million dollars. Individuals may be punished by fines up to 350,000 and by jail sentences up to three years.

Trade associations, such as Northwest Florida Manufacturers Council, Inc. (the "Corporation"), which by their very nature involve interaction among competitors and/or suppliers and customers, are subject to close scrutiny for anti-trust violations. Therefore, members must be careful to keep their activities within the prescribed bounds, both in appearance and in actual fact.

The following policy has been adopted to provide guidance for members in their conduct at meetings or in connection with other Corporation activities. It is important to note that federal and state anti-trust legislation is very extensive, and the guidelines provided herein are not exhaustive and do not provide a complete synopsis or summary of anti-trust legislation. Thus, interested members should review applicable legislation and/or confer with an attorney for more complete understanding of anti-trust compliance.

DO NOT at any meeting or social gathering incidental to Corporation activities, whether seriously or in jest, discuss or exchange any information, either directly or indirectly, regarding the following subjects:

- A member's prices (present or future), pricing patterns or policies, price differentials, price changes, or other terms and conditions of sale (e.g., transportation rates or policies, discounts, markups, credit terms) or any other topic that might be construed as proprietary information.
- A member's costs, production, markets, capacity, inventory, or sales, or its plans regarding the design, production, distribution or marketing a specific product, including, but not limited to, possible customers or sales territories.
- Except to the extent necessary to further legitimate Corporation objectives, general market conditions and general industry problems, including industry pricing policies or patterns, price levels, price differentials, or similar matters, or industry productions, capacity or inventories, including, but not limited to, planned and anticipated changes in any of the above topics.
- Anything that directly or indirectly relates to a member's bidding procedures for responding to bid invitations and/or a member's bid(s) on any particular products or contract.
- Any matters related to territorial restrictions, allocations of customers, restrictions on types of products, or any other kind of market division.
- Matters relating to actual or potential customers or supplies that might have the effect of excluding them from any market or of influencing the business conduct of any company toward such customers or suppliers, including the imposition of any influence of pressure from any other party or member to bring market dissidents into line or penalize non-participants in the group.

(end of policy)