

## MEETING NOTES

### 1. Review of last meeting notes

- Notes from the meeting held on Dec 17, 2009 were reviewed and there were no edits or additions.
- Following their review, meeting notes will be posted on the AWI web site at: [http://www.floridajobs.org/unemployment/UC\\_ModernizationProject/WS\\_Planning/](http://www.floridajobs.org/unemployment/UC_ModernizationProject/WS_Planning/)

### 2. Edits and revisions to contact information

- Contact information was reviewed and corrections were made.

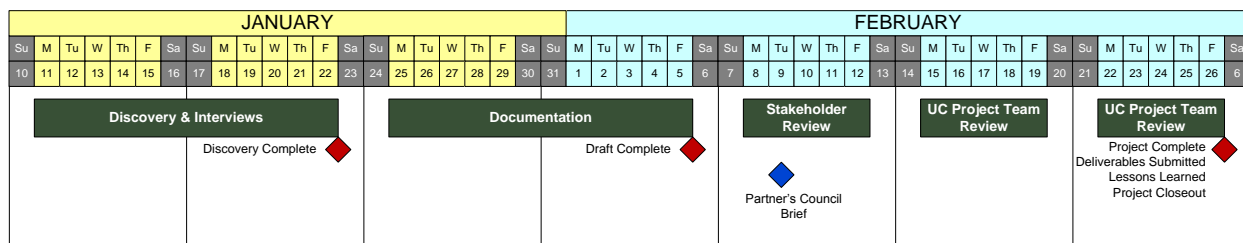
#	Name	e-Mail	Phone	
1	Greg Simpson	<a href="mailto:gregory.simpson@flaawi.com">gregory.simpson@flaawi.com</a>	(850) 921-3421	
2	Kenny Griffin	<a href="mailto:kennyg@onestopahead.com">kennyg@onestopahead.com</a>	(850) 718-0456 ext. 114	
3	Kimberly Moore	<a href="mailto:kimberly.moore@wfplus.org">kimberly.moore@wfplus.org</a>	(850) 617-4601	
4	Lois Scott	<a href="mailto:Lois.Scott@flaawi.com">Lois.Scott@flaawi.com</a>	(850) 245-7428	
5	Richard Meik	<a href="mailto:rmeik@workforceflorida.com">rmeik@workforceflorida.com</a>	(850) 921-1119	
6	Richard Williams	<a href="mailto:richardw@onestopahead.com">richardw@onestopahead.com</a>	(850) 718-0456, Ext. 102	
7	Ron McCranie	<a href="mailto:Ron.McCranie@flaawi.com">Ron.McCranie@flaawi.com</a>	(850) 617-0621	
8	Sandy Durant	<a href="mailto:sandy.durrant@flaawi.com">sandy.durrant@flaawi.com</a>	(850) 245-7296	
9	Steve Urquhart	<a href="mailto:surquhart@workforceflorida.com">surquhart@workforceflorida.com</a>	(850) 921-1119	
10	Susan Nelms	<a href="mailto:snelms@escarosa.org">snelms@escarosa.org</a>	(850) 473-0939	
11	Tom McCullion	<a href="mailto:Tom.McCullion@flaawi.com">Tom.McCullion@flaawi.com</a>	(850) 617-0629	
12	Tom Ousley	<a href="mailto:tousley@escarosa.org">tousley@escarosa.org</a>	(850) 473-0939	
13	Vickie Smith	<a href="mailto:vickie.smith@flaawi.com">vickie.smith@flaawi.com</a>	(850) 245-7129	
14	Don Northam	<a href="mailto:Donald.northam@northhighland.com">Donald.northam@northhighland.com</a>	(850) 617-0634	

Please submit any additions or edits directly to Don Northam Mobile: 766-4735

Attending	Partial Attendance	Remote Dial In	Unable to Attend
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### 3. Block Timeline discussion:

- The following block timeline for the Strategy Planning Team activities was reviewed and adopted.



Block Timeline for Project Activities and Milestones

### 4. Scope discussion: What is in and what is out of scope for this effort.

- The scope of this project was reviewed and discussed in order to promote common expectations about its outcomes among the Strategy Planning Team members and other stakeholders
- Scope Qualification Question: **“What new Workforce initiatives need to be documented for inclusion in the criteria that will be used to select a vendor to develop the modernized UC System?”**

#### 5. Meeting requests for next week:

- Don Northam will meet with Vickie Smith, Sandy Durrant, and Jim Cadawallader this coming week to discuss the following:
  - Identify current EFM interface/data exchanges with – and dependencies on - the UC system
  - Identify and schedule interviews/focus group session(s) with knowledgeable frontline Workforce staff
  - Discuss and document data requirements for the PREP and REA initiatives, as well as future opportunities
- Richard Williams and Susan Nelms will identify and help arrange for interviews/focus group session(s) with their staff – should it be deemed necessary
- Tom Ousley will arrange for a Friday afternoon phone interview with a particularly knowledgeable member of his staff
- Lois Scott will assist in scheduling a short meeting with Barbara Griffin to discuss the planned interview with Indiana Workforce staff concerning their recent efforts to increase integration and coordination of UC and Workforce efforts in their state.
- Don will coordinate with Rebecca Rust to schedule interviews with Labor Market Statistics staff to discuss their current and future needs for UC data to carry out their assignments

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#### 6. Discussions with other states (Don will schedule ASAP)

- Sandy Durrant and Tom Ousley volunteered to participate in the calls to other States (Indiana and Iowa)
- A list of questions will be assembled and distributed for review and comment before the calls
- Don will provide written answers to the questions, along with meeting notes after each call
- Beginning immediately, anyone can submit proposed questions directly to Don for inclusion in the State interviews

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#### 7. Voice of the Customer – Who has it? Do we need it? Can we get it?

- A discussion about obtaining and including any available VOC data for inclusion in this project was tabled due to the expiration of time

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#### 8. Q&A and new business

- None.

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#### 9. Adjourn

- Meeting adjourned at 11:40 am
- The next meeting will be held on Thursday, January 14 at 2:00 PM at Winewood Building #5, room 117
- Dial-in number will be: (888) 808-6959; Conference Code: 7532872126