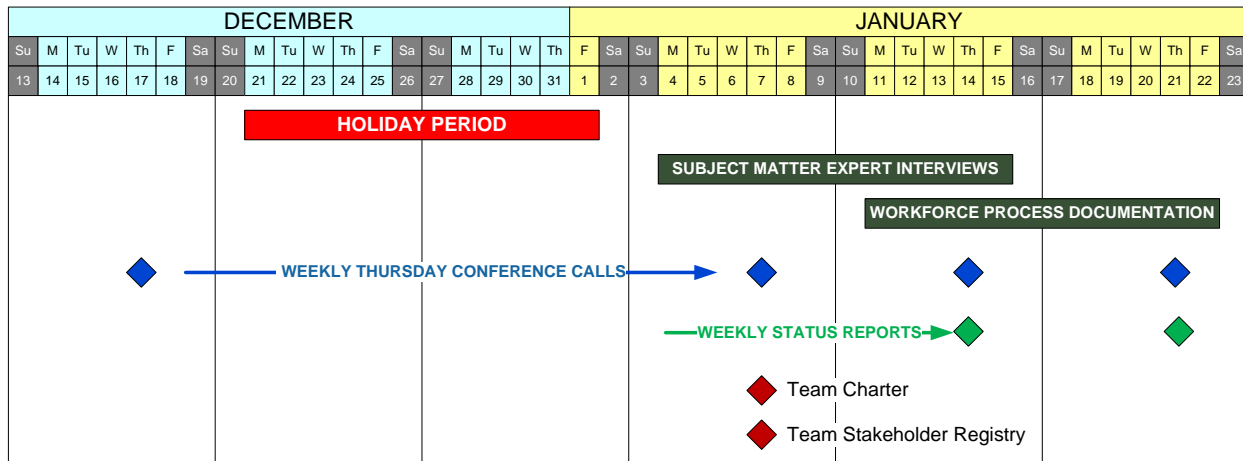


Meeting Notes:

1. Meeting Notes. Notes from the December 10th meeting were reviewed. No edits or corrections were requested.
2. Contact List. Edits were made to the contact information and several new names were added.

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

3. Timeline. A proposed timeline – included below – was reviewed and adopted. It indicates the planned activities and milestones for the first three weeks of CY 2010.



Activity and Milestone Timeline

4. Holiday Period. The holiday period was discussed and was agreed that this would be a period of reduced activity.
5. Other States. Interviewing other states (e.g. Indiana) that have developed strategies for increased integration of Workforce and UC components was discussed. Further discussion and planning will be on the agenda for the next meeting, to include: 1) States of interest, 2) interview objectives and scripts, 3) selection of interview participants, 4) coordination with the UC Project’s own interviews, and 5) interview scheduling.

6. New: Proposed 1-2 day workshop. The idea of a facilitated 1 or 2 day workshop with Workforce leadership and/or line staff was discussed. One possible outcome would be a prioritized list of opportunities for increased collaboration between Workforce and UC; supported by new and enhanced functionality from the UC System Extreme Makeover. Workshop objective statement and draft agenda to be presented and discussed at the next meeting.
7. Don's assignments:
 - a. Prepare a draft charter for the subproject that has been assigned to the Strategy Planning Team.
 - b. Create a stakeholder registry for this subproject with input from other Strategy Team Members.
 - c. Contact Vicky Smith to plan and schedule SME interviews to begin the week of January 4, 2010.
 - d. Draft Workshop objective statement and draft agenda for review by the Workforce/UC Modernization Strategy Planning Team.
8. Strategy Team Member Assignments
 - a. None specified.
9. Next Conference Call: Thursday, January 7, 2009 at 3:00 PM – a reminder will be sent.