



February 18<sup>th</sup>, 2020 – Co:Lab, 1<sup>st</sup> Floor Conference Room  
418 W Garden Street - 3rd Floor Conference Room - Pensacola, Florida 32502

**FloridaWest Members Present:** President Karen Sindel, Vice President Rebecca Ferguson, Ryan Tilley, Tim Haag, Lewis Bear, Donnie McMahon, Bonita Player, Jim Waite

**Investors Present:** Jonathan Tucker, Ryan Greenhut, Dr. Ed Meadows

**Absent Members:** Secretary/Treasurer Rick Byars

**Absent Investors:** Sheryl Rehberg, Dawn Rutledge, John Hutchinson

**Staff:** Attorney Margaret Stopp, Scott Luth, Melissa Stoker, Sena Maddison, Alyvia Waite, Casey Campbell, Patrick Rooney, Danita Andrews, Jeff Dyer

**Guests:** Brian Wyer, Dave Murzin, Jackalyn Kovac

1. **Call to Order:** The meeting was called to order by President Karen Sindel at 1:04 pm.
2. **Public Notice:** This meeting was publicly noticed for FloridaWest on February 6, 2020.
3. **Public Comment:** Public comments were requested.
4. **Action Items:**
  - a. **Approval of January 21<sup>st</sup>, 2020 Minutes:**

Tim Haag moves to approve.  
Ryan Tilley seconds.  
Passed unanimously.
  - b. **Approval of January 2020 Financials:**

Rebecca Ferguson moves to approve.  
Tim Haag seconds.  
Passed unanimously.
  - c. **Escambia County Board of Commissioners CSE Board Appointees: Dianne Hatke and Tracy Andrews to be formally submitted for approval**

Jim Waite moves to approve.  
Donnie McMahon seconds.  
Passed unanimously.
  - d. **Review of Cyber Consulting Service Agreement:** Donnie McMahon encouraged adding CyberSecurity and General Liability insurance language to Section 3A. Rebecca Ferguson suggests that we request a physical address instead of a PO Box once the business is in place with Sunshine.biz. Ryan Tilley asked if we had considered doing a 12-month contract with a 6-month optional extension. Scott referred the board to the section which allowed the board to terminate the contract. Ryan Tilley suggested that we can add language stating that we can terminate the contract with or without cause. Tim Haag stated that section 3C mentions FloridaWest not needing to be advised of the employment of additional employees despite Section 6. It was determined to add a

notification to address this concern to section 3C. Jonathan Tucker stated that there may be some redundancy based on language in other sections of the contract. Rebecca Ferguson suggested clarifying the language of section 6 regarding “unique methods”. Lewis Bear would like to see specific measurable goals are listed in the scope of work section of the contract. In addition to reporting what has been done, we need to be specific about our expectations so we are accomplishing our goals. Ryan Tilley suggested capturing deliverables per segment of work. Donnie McMahon suggested using the CyberSecurity Strategy to determine the deliverables. Scott Luth shared that the CyberSecurity Strategy will be a part of the contract. Tim Haag stated that FloridaWest is spelled two different ways in Exhibit “A”. Ryan Tilley also asked for clarification on the travel component of the contract. Ryan Tilley suggests specifying the 9 trips to protect both us and the contractor. If not, Ryan Tilley suggests including language that the trips are at the contractor’s discretion.

Donnie McMahon moves to approve this contract with the mentioned changes and amendments discussed today with the contractor establishing under Sunshine.biz before more time is spent on this contract.

Jim Waite seconds.

Passed unanimously.

## **5. Discussion Items**

### **a. ED Project Updates:**

- 1. CyberSecurity:** Scott stated that a new Cyber related prospect will be meeting in the community with our strategic partners next week with several hundred potential jobs.
- 2. Co:Lab:** Patrick Rooney provided an update on Co:Lab, referencing the provided report. We are currently at 75% occupancy and are slated to be at 82% on March 1<sup>st</sup>. Patrick Rooney also shared that an ad for The Spring was released over the weekend identifying the primary legs of service for Entrepreneurs. There is an Entrepreneur Ecosystem meeting tomorrow morning with a special group of guests. CodeFest will be during the first weekend of April. One Million Cups is the first Wednesday of March. Dr. Meadows shared that PSC received at \$275K in cash and real estate property to be used with stipulations to support PSC’s entrepreneurial efforts. He also shared that PSC is meeting with ST Engineering regarding a grant proposal to Triumph for an airman tech associate degree as well as an apprenticeship program. The next meeting is next week.
- 3. Business Development:** Danita Andrews updated the board based on the business development report provided in the board packet. Scott Luth shared that the trip to Singapore had gone well. He provided a debrief from the meetings held and the relationships made. Scott Luth shared that, in partnership with Gulf Power, First Place Partners, and Santa Rosa EDO, we are looking at upcoming consultant shows.
- 4. Workforce:** Jeff Dyer shared that the IDN grant by CAEL over 18 months recently had their 3<sup>rd</sup> convening in Houston. We will be hosting the fourth convening June 17-18, at which point we will host 35-40 people from around the country and CAEL so we can showcase our local efforts.
- 5. Marketing:** Sena Maddison shared that the Governor will be in town tomorrow morning at 10 am on the 2<sup>nd</sup> floor just outside of security to make a major announcement at the airport. If anyone would like to attend, please let Sena know. EBI is graduating from Co:Lab, so we will be working on that

announcement. There are several other announcements coming in the next month or so as well. Quarterly reports are available should you be interested.

- b. Strategic Partner Updates:** There were no updates provided.
- c. Membership:** There have not been any new members. The First Bank attended our last meeting in January. Scott Luth will be following up with them as they go through their budget cycle. If there are other recommendations on companies/organizations we should reach out to, please let us know.
- d. ED Calendar Review:** Please see the calendar provided in your board packet.
- e. New Business:**
  - 1. Meeting Dates for March, June, and August: The board has agreed to change the meeting dates following the PEDC schedule. Lewis Bear proposed moving the FloridaWest meetings to 1:30 pm.
  - 2. Scott Luth shared that Melissa Medley passed, who was helping in our strategic planning for our business development efforts. Scott is working on regrouping and deciding on how to proceed in our efforts.
  - 3. Scott Luth shared that the City and County want applications in March, so we will be working to put together our funding requests for PEDC and FloridaWest.
  - 4. The Quarterly Report is available and will be distributed accordingly to the City and County.
  - 5. Tim Haag's retiring on June 12<sup>th</sup>. ECUA's new director should be on-sight in May.

Adjourned at 2:09 pm.

Respectfully Submitted By:

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Rick Byars, Secretary-Treasurer  
FloridaWest Economic Development Alliance