

Business Partnership Council Meeting Minutes

Risk Management & Insurance

April 6, 2018

9:00 am – 10:30 am

Library (LL) 205



ITEM 1. Welcome

Discussion: Chair, Robert Norberg opened the meeting and welcomed members and guests at 9:05 am.

Data Source: N/A

Action: N/A

ITEM 2. Approval of February 23, 2018 Minutes

Discussion: Minutes approved from February 23, 2018 meeting.

Data Source: N/A

Action: Motion offered by Margaret Pearson, seconded by Nirio Rubiera
Vote: All in favor. None opposed.

ITEM 3. Old Business

Discussion:

- ❖ **Non-Active Members** – As per request from the members, Jenny reached out to the non-active members to find out their involvement/interest in the council. She gave an update on the following members: Kathy Bonner is no longer an employee of CareerSource and Holly Carson replaced her. Jenny was not able to reach out Kala Hennessey. Tom Mayes stated via email that he would like to withdraw from the council. Brendan Lynch did not respond; however, Mr. Robert talked to him and Mr. Brendan would like to continue his involvement with the council
- ❖ **Discussion for Scholarship & Disbursement** – Members discussed intensively the criteria for the \$5,000 scholarship sponsored by the Florida Association of Insurance Agents (FAIA) funds. Below is the basic criteria:
 - ✚ Declare the Risk Management & Insurance (RMI) Program
 - ✚ Sign up for a RMI class
 - ✚ Completed successfully the course
 - ✚ Student must attend a RMI Business Partnership Council Meeting
 - ✚ Register/visit a career center
 - ✚ \$500.00 scholarship fund
- ❖ **Curriculum Update** – Jenny gave an update on the RMI Curriculum. A propose College Credit Certificate will be implemented under the *Business Administration and Management Associate Degree*. Jenny is working with Associate Dean to identify the classes.
- ❖ **Outreach Efforts** – Jenny mentioned that the program was advertised at the Panel Discussion sponsored by the Business Department on April 5. In addition, the program will be promoted at different events: *Career Fair* April 11, *College is Possible* April 21. Lina offered to provide nametags for the events. In addition, information sessions were scheduled for the month of May 10, June 5, and July 11. Classroom and schools visits will be scheduled. A blast emails will be sent to over 200+ students.

Members suggested inviting President Parker or any higher management team member to the BPC meetings. AD Allen suggested attending the Faculty meeting in August. Jose suggested members visit his Entrepreneurship class.

- ❖ **RMI Course Update** – Jenny gave an update on the classes. She stated that there are three students enrolled in the program. Associate Dean Allen mentioned that she would run the class with five (5) students.
- ❖ **Meeting Evaluation** – Members filled the surveys.

Data source: N/A
Action:

- ✓ **Non-active members** – Members agreed on the replacement of Mrs. Kathy Bonner from CareerSource and welcomed Mrs. Carson to the council. In addition, members agreed to withdraw Kala and Tom from the council. Members will send contacts information to Jenny regarding prospective members. No action was taken regarding Brendan.
- ✓ **Discussion for Scholarship & Disbursement** – Jenny will meet with Ana Thomas from Foundation regarding the scholarship's criteria.
- ✓ **Curriculum Update** – Jenny will continue working on this item with Associate Dean Allen.
- ✓ **Outreach Efforts** – Jenny will share the dates for the events and visits with the members. Lina will provide name tags for members. Jenny will meet with Jose to set up a visit the Entrepreneurship Class.
- ✓ **RMI Course Update** – Jenny will continue to promote the courses. Also, will invite the new instructor to the next BPC meeting.
- ✓ **Meeting evaluation** – Jenny will send copies to Corporate Continue Education Department.

ITEM 4. **Next Meeting Date**

Discussion: Members proposed the date Tuesday, June 26, 2018 from 9am – 10:30am at the Library room 205.

Data source: N/A
Action: Jenny will send a calendar invite.

ITEM 5. **Open Topics**

Discussion: None
Data Source: N/A
Action: N/A

ITEM 6. **Adjourn**

Discussion: Meeting adjourned at 10:30 am.
Data Source: N/A
Action: N/A

ATTENDEES:

VOTING MEMBERS

Robert Norberg – President of Independent Insurance Association of Palm Beach County (IIAPBC)
Anna Mulvey, Progressive Insurance
Nirio Jorge Rubiera, CEO - Walter Agency
Margaret Pearson, Independent Agent Representing AFLAC
Lina Jankus – Lina Jankus Association Group

BUSINESS AND ADMINISTRATION TEAM:

Kimberly Allen – Associate Dean
Jenny L. Posadas – Program Director
Jose Ortiz – Program Director

GUESTS:

Suzanne Prior – Career Development Advisor II
Holly Carson – Senior Director, WIOA training programs, CareerSource

Submitted by: Jenny L. Posadas
Scribe