

**EXECUTIVE COMMITTEE MEETING**  
**Southwest Florida Workforce Development Board, Inc.**  
**March 9, 2022**  
**1 p.m.**

**MINUTES**

**Members Present:**

Mike Biskie	Keitha Daniels
Michael Dalby	Bill Diamond - VIRTUAL
Mike Jackson	Mike Nagle
Aaron Stitt - VIRTUAL	

**Members Absent:**

Brent Kettler

**Guests Present via ZOOM:**

Greg Urbancic, Board Attorney-VIRTUAL

**Staff Present:**

Joe Paterno	Benita Richards
-------------	-----------------

**I. CALL TO ORDER**

Mike Biskie, Chairman, called the meeting to order at 1 p.m. at CareerSource Southwest Florida, Fort Myers. Role call concluded quorum was established.

**II. EXECUTIVE COMMITTEE SEARCH UPDATE**

Chairman turned the floor over to Greg Urbancic, Board Attorney. Greg reiterated the plan to post, review/vet resumes, and interview. However, only two resumes were received, both internal employees. Is it the decision of the Committee to continue with the two candidates received or broaden the search? Chairman asked each member for input and the discussion was as follows:

- Interview the two internal candidates, they are familiar with the organization, determine their qualifications, determine to continue search or make offer.
- What are the costs to broaden the search? We could use Indeed for minimal fee. One Committee member did a search on Indeed and found there are applicant matches and other executive position postings, mostly in the North, to compete. Should we choose to hire a headhunter, cost could potentially 20% of salary.

- Disappointed in lack of candidates, expected more.
- Did the original post, utilizing Employ Florida, meet the expectations for finding executive level candidates? Committee agreed the timeframe and Employ Florida posting, and receiving minimum 2 viable candidates, fulfilled their obligations.

All members present concur to move forward with interviewing the two candidates. Following interviews, determine to broaden search or make offer. Chairman requested all members contribute interview questions and email to Benita Richards no later than COB Friday, 3/11/22.

Candidate interviews will be scheduled for Thursday, 3/17/22, 10am and 11am. They will be interviewed by the Executive Committee, in person, at CareerSource Southwest Florida, Fort Myers. Benita Richards will schedule.

### **III. OPEN DISCUSSION**

N/A

### **IV. ADJOURNMENT**

The meeting adjourned at 1:35 p.m.