

**FINANCE COMMITTEE MEETING**  
**Southwest Florida Workforce Development Board, Inc.**  
**January 12, 2022**  
**2:30 p.m.**

**MINUTES**

**Members Present:**

Michael Dalby

Bill Diamond – ZOOM

**Members Absent:**

James Coalwell

Joe Wheeler

**Guests Present:**

Mike Jackson, Jackson PR

Greg Urbancic, Board Attorney - ZOOM

**Staff Present:**

Mike Egan, Staff Liaison - PRESENT

**I. CALL TO ORDER**

The meeting was called to order by Bill Diamond, Chair, 2:30 p.m. at CareerSource Southwest Florida, Fort Myers.

**II. APPROVAL OF MINUTES**

Michael Dalby made a **motion** to approve the November 10, 2021, minutes; Bill Diamond seconded, and the motion was unanimously approved by the Committee.

**III. FUNDING SCHEDULE 12.31.21**

Staff reviewed the final funding schedule for PY 21-22. It was noted Veterans funds are now being released and awarded on a monthly basis.

**IV. ITA REPORT/YOUTH STATS 11.30.21**

Staff reviewed the stats as of 11.30.21. Together, SFWDB exceeded the 50% ITA Training, exceeded the 75% Out-of-School, and exceeded the 20% Work experience for the current year.

**V. UNIQUE FUNDS RECEIVED**

Staff reviewed two NFA's for items that were out of the normal DOL awards. One was for the Rapid Recovery that was directed towards abuse users and getting them back into the workforce. The second one was for Security Equipment used for additional security for the reception areas in all our One Stops.

**VI. CLEWISTON LEASE**

Staff presented the option to renew the lease for the Clewiston One Stop. We are continuing to maintain our presence despite issues associated with COVID.

**VII. LABELLE LEASE**

Staff presented the option to renew the lease for the LaBelle One Stop. We are continuing to maintain our presence despite issues associated with COVID.

**VIII. JUNE 30, 2021 AUDIT REPORT**

Staff reviewed the audit report from Powell and Jones. The last page showed there were no findings in any of the areas examined.

After review, Michael Dalby made a **motion** to recommend acceptance of the report to the Board; Bill Diamond seconded, and the motion was unanimously approved by the Committee.

Staff informed the Committee this was year four of the five year RFP and there could only be one more year for Powell and Jones to provide services as directed by CareerSource Florida.

Michael Dalby made a **motion** to recommend the Board renew audit services with Powell and Jones for one more year, being the last of their original proposal; Bill Diamond seconded, and the motion was unanimously approved by the Committee.

**IX. OPEN DISCUSSION**

N/A

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:55 p.m.