

SOUTHWEST FLORIDA WORKFORCE DEVELOPMENT BOARD, INC.

May 11, 2022

3:30 p.m.

MINUTES

Directors Present:

Mike Biskie
B.J. Brundage
Michael Dalby
Bill Diamond
Brian Hirsch
Mike Jackson
Adrian Kerr
Aaron Stitt
John Talmage
Joe Wheeler

Curtis Brown - ZOOM
Drummond Camel - ZOOM
Keitha Daniels
Dave Gammon - ZOOM
Kim Hustad - ZOOM
Brent Kettler
Jim Lamb - ZOOM
Carl Stringer - ZOOM
Dr. Amy Teprovich - ZOOM
Michael Wukitsch - ZOOM

Directors Absent:

Diana Bello
Brad Myers

James Coalwell
Mike Nagle

Guests Present via ZOOM:

Leigh Bellame, DOB - ZOOM
RoseMary Flori, Glades EDC - ZOOM
Daniel Harper, DEO - ZOOM
Greg Urbancic, Board Attorney

Patricia Fernandez, DOB
Patrick Gillen, TPMA
Nithya Pramekumar, TPMA
Charles Williams, DEO - ZOOM

Staff Present:

Amy Hanna-Eckenrode
Joe Paterno
Mary Anne Zurn

Peg Elmore
Benita Richards

I. CALL TO ORDER

The meeting was called to order by Mike Biskie, Chair, 3:35 p.m., at CareerSource Southwest Florida, 6800 Shoppes at Plantation Drive, Fort Myers. Roll call was conducted to confirm quorum.

II. APPROVAL OF MINUTES

B.J. Brundage made a **motion** to approve the March 9, 2022, March 28, 2022, and April 1, 2022, minutes; Brian Hirsch seconded, and the motion was unanimously approved by the Board.

III. PUBLIC COMMENT

State Law, Right to be Heard: 286, will be offered following each motion. Public Comment: N/A

IV. FY 22-23 BOARD MEETING SCHEDULE

Mike Biskie reviewed the dates provided on the DRAFT, FY 22-23, Board meeting schedule provided in meeting packets. Schedule reflects second Wednesday, every other month, 3:30 p.m., and will continue the option for in person and virtual meeting attendance.

Michael Dalby made a **motion** to approve the FY 22-23 Board meeting schedule as discussed; John Talmage seconded, and the motion was unanimously approved by the Board.

Public Comment – N/A

V. DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) ANNUAL PERFORMANCE PRESENTATION

Daniel Harper and Charles Williams of DEO reviewed Region 24 Annual Performance via ZOOM. PowerPoint presentation emailed to Board prior to meeting and copy included in meeting packet. Presentation reviewed State funding allocations of \$213.4 Million and Local Board funding allocations of \$10.2 Million. Presentation shows Region 24 met or exceeds all Performance Indications, as well as spending requirements.

VI. ONE STOP OPERATOR ANNUAL PERFORMANCE PRESENTATION

Patrick Gillen and Nithya Pramekumar reviewed Region 24 Report. PowerPoint presentation emailed to Board prior to meeting and copy included in meeting packet. Program Year activities included Site/Supervisor visits 9/21 and 5/22, virtual Supervisor visits 11/21 and 3/22, and Quarter Reports 10/21, 1/22, and 4/22. Activities also included researching any staff requests, share best practices, and review MOU for WIOA partnerships. They shared San Diego Workforce best practice – Promoting Job Quality – included in presentation. Recommendation included a more efficient way to capture client data for all partners at the same time. Joe Paterno shared this is a State issue. There needs to be a 'common Intake form' that allows data sharing. Currently, each partner has their own form and participants must complete multiple applications.

Q: Other best practices noted for employers post pandemic? Remote working, flex hours, and salary adjustments.

Q: Are barriers of services identified? Lack of employees, lack of access to technology, and child care.

VII. BOARD RESOLUTION FOR NEW EXECUTIVE DIRECTOR

Bill Diamond and Greg Urbancic shared the Finance Committee addressed the need to authorize new check signatures effective 06/01/2022. There are two banks, TRUIST – Operations and VALLEY – Corporate.

After much discussion Mike Jackson made the following **motion** for staff to begin and expedite:

Authorized Signers:	Peg Elmore	Executive Director
	Michael Biskie	Board Chair
	Michael Dalby	Board Vice Chair
	Bill Diamond	Treasurer

Authorized for checks up to \$ 75,000
 Authorized for checks equal/greater than \$ 75,000

Executive Director
 Executive Director PLUS one of the three above in order of (Chair/Vice Chair/Treasurer)
 Up to \$ 75,000 one of the above in order of (Chair/Vice/Treasurer)
 Equal/Greater than \$ 75,000 two of the above any order

Authorized if Executive Director unavailable:

Michael Wukitch seconded, and the motion was unanimously passed by the Board.

Public Comment – N/A

VIII. REACH ACT

Mike Biskie tabled this discussion to July Board meeting due to upcoming CareerSource Florida meeting in June anticipating more information could be shared.

IX. CREDENTIALING COMMITTEE REPORT

Mike Biskie shared the Committee's previous meeting was in Tallahassee on 4/28/22 and the Committee is making headway with the process driven by education. Businesses and workforce are providing input for credentials for training. Stackable credentials, wages, work; finding wages the most difficult to finalize. The Committee reviews research from local demands, reviewing the criteria with a three prong approach: 1. Targeted Occupational List – automatically considered, 2. Not on the Targeted Occupational List – is it business/industry driven, 3. Sustainability. Momentum continues to focus on credential of value: who will provide it and who will pay for it. Next meeting is in June, in Tampa, to coincide with the Learn to Earn meetings.

X. COMMITTEE REPORTS

Regional Economic Development Ad-Hoc – John Talmage, Chair, shared the Committee met at the Glades County EDC and toured the following destinations: Glades County Electric Cooperative, iTECH Glades, Seminole Veteran's Building, and Harney Pound Recreational Area. The next meeting is being hosted via Hendry County EDC 6/15/22. All Board members are welcome to attend.

Finance – Bill Diamond, Chair, shared the Committee reviewed Funding Schedules, ITA Report, and WIOA Youth Report, all included in Board packet. The Committee also discussed the need to authorize new check signatures discussed previously. In addition, the Committee discussed if an additional Service Appreciation Award for the current Executive Director was in order and if the amount of \$25,000 was acceptable. This Award came recommended by the Board Chairman and would be paid from unrestricted funds.

After much discussion Bill Diamond made a **motion** to approve a \$25,000 Service Appreciation Award for current Executive Director; Joe Wheeler seconded, and the motion was unanimously passed by the Board.

Public Comment – N/A

Program and Planning – Brent Kettler, Chair, shared the Committee continued to discuss online training and remaining working on an assessment tool. In addition, the Committee reviewed, discussed and recommend two new programs for the Eligible Training Provider List (ETPL) for Board approval. Program descriptions available in Board packets.

First is Sunstate Learning Center, located in Fort Myers, and offers a HVAC Program.

Joe Wheeler made a **motion** to approve Sunstate Learning Center to the ETPL; Mike Jackson seconded, and the motion was unanimously passed by the Board.

Public Comment – N/A

Second is Jersey College, Naples Campus, and offers a Professional Nursing Program.

Bill Diamond made a **motion** to approve Jersey College-Naples Campus to the ETPL; Aaron Stitt seconded, and the motion was unanimously passed by the Board.

Public Comment – N/A

Public Relations – Keitha Daniels, Chair, passed around a binder with media/outreach coverage, to include the recent FSW CareerFair in the Wall Street Journal. CareerSource Southwest Florida hosted two CareerFairs, FSW in April and FGCU in May. Both facilities were free of charge, THANK YOU, and had a good turn out. The Committee continues to review analytical data for social media and website. Florida Small Business magazine available, please feel free to take one.

XI. OPEN FORUM

Mike Biskie introduced new Board Member, Carl Stringer, US SUGAR, again for those who may not have attended the first Board meeting Mr. Stringer attended.

Benita Richards reminded everyone of the Celebration for Joe Paterno on Thursday, at FSW, beginning at 5pm. In addition, in the absence of Florida Senator Kathleen Passidomo, Benita presented a Florida Senator Proclamation to Joe Paterno on behalf of Senator Passidomo. In addition, Benita shared Board departing gifts with Joe. Everyone was welcome to stick around following adjournment for desserts.

Joe Paterno thanked everyone for attending today's meeting and for his generous gifts. It has been his privilege to serve the community of Southwest Florida.

XII. ADJOURNMENT

The meeting adjourned at 5 p.m.