

**CAREERSOURCE SOUTHWEST FLORIDA
BOARD OF DIRECTOR MEETING
June 21, 2023
3:30 p.m.**

MINUTES

Directors Present:

Mike Biskie-Virtual	Curtis Brown-Virtual
Keitha Daniels-Virtual	Bill Diamond-Virtual
Dave Gammon-Virtual	Brent Kettler-Virtual
Adrian Llanes-Virtual	Dr. Brad Myers-Virtual
Anthony Oakes-Virtual	Carl Stringer-Virtual
John Talmage-In Person	Dr. Amy Teproovich-Virtual
Michael Wukitsch-Virtual	

Directors Absent:

Drummond Camel	Kim Hustad
Jim Lamb	Aaron Stitt

Guests Present:

Tameka Austin, DEO-Virtual	Leigh Ann Bellamy, Blind Services-Virtual
Greg Urbancic, Board Attorney-Virtual	

Staff Present:

Peg Elmore	Michael Egan
Edward Fritz	Lyntoria Thomas
Mary Anne Zurn	

I. CALL TO ORDER / ROLL CALL / QUORUM

The meeting was called to order by Chair Mike Biskie at 3:30 p.m. Lyntoria Thomas called roll. Lyntoria confirmed quorum was met.

II. APPROVAL OF MAY 10, 2023 BOARD MEETING MINUTES

Anthony Oakes made a motion to approve the minutes from the May 10, 2023 meeting; John Talmage seconded, and the motion was unanimously approved.

III. PUBLIC COMMENT

None.

IV. PY2023-2024 BUDGET

Mike Biskie advised that the 2023-2024 budget needs to be approved and asked Fiscal Director, Mike Egan, to explain where the budget now stands.

Mike Egan explained the allotments received from Department of Economic Opportunity (DEO) for the year are about 10% higher from the previous year due to funding received for Hurricane Ian recovery. The proposed budget includes \$1,000,000 for temporary salaries because of the hurricane effort, for Workers Compensation and other statutory requirements. \$400,000 is included for Quality Labor Management, LLC (QLM) doing business with us for staffing and other services. Funding streams will change throughout the year. There will be some carryover of funds into the new year. Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker funds were not used due to Hurricane Ian fund availability. For the coming year, we may send a request to DEO to allow us to use Dislocated Worker funds for WIOA-eligible Adult. There are no other extraordinary items related to the budget. Leases may see a 3% increase. Peg Elmore noted the budget will also be presented to our Workforce Development Consortium and then to the state.

Brent Kettler made a **motion** to approve the budget for the 2023-2024 Program Year; Adrian Llanes seconded, and the motion was unanimously approved by the Board.

V. IMMOKALEE BUILDING LISTING AGREEMENT

Fiscal Director Mike Egan and President/CEO Peg Elmore explained the history of the listing agreement with Premier Commercial and how the Collier County Public Schools was previously interested in the purchasing of the property. Mike Egan and Peg Elmore shared that the appraised property value is \$4,470,000.00 and that the listing agreement of the property is \$4,475,000.00. We need to market the property. Makes more sense to lease with repair costs and insurance costs, which have gone up dramatically. Our broker will receive 3%. The buyer's broker will receive 3%. If the same broker is used for the seller and the buyer, the broker will receive 5%. If the school district takes advantage of its right of first refusal and purchases the building, they will receive 3%. If beyond 180 days, we would most likely relist with the same broker. Our legal representative, Greg Urbancic, has reviewed the agreement.

John Talmage made a **motion** to approve signing of the Immokalee Listing Agreement for Commercial Property with Premiere Commercial; Michael Wukitsch seconded, and the motion was unanimously approved by the Board.

VI. OPEN DISCUSSION

Mike Biskie reviewed the upcoming meeting schedule in the packet and noted Brent Kettler will chair the July 12, 2023, meeting, as Mike Biskie will not be in attendance.

VII. ADJOURNMENT

Meeting adjourned at 4:01pm