

# Southwest Florida Workforce Development Training Consortium

IN PERSON ATTENDANCE IS PREFERABLE

6800 Shoppes at Plantation, Suite 170

Fort Myers, Florida

Or via Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 230 113 167 132

Passcode: qVzSSs

**July 12, 2023**

**3:30 pm**



# Southwest Florida Workforce Development Training Consortium

Commissioner Brian Hamman, Chair  
Lee County

Commissioner Bill Truex  
Charlotte County

Commissioner Rick Locastro  
Collier County

Commissioner Tim Stanley  
Glades County

Commissioner Emma Byrd  
Hendry County

## Consortium Meeting - July 12, 2023

- I. Call to Order / Roll Call / Quorum**
- II. Public Comment**
- III. PY23-24 Budget**
- IV. Workforce Board Alignment Update**
- VI. Open Discussion**
- VII. Adjournment**



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Hendry County

## Southwest Florida Workforce Development Board, Inc. dba CareerSource Southwest Florida Program Year July 1, 2023 through June 30, 2024

### [Financial Budget](#)



# Southwest Florida Workforce Development Training Consortium

Commissioner Brian Hamman, Chair  
Lee County

Commissioner Bill Truex  
Charlotte County

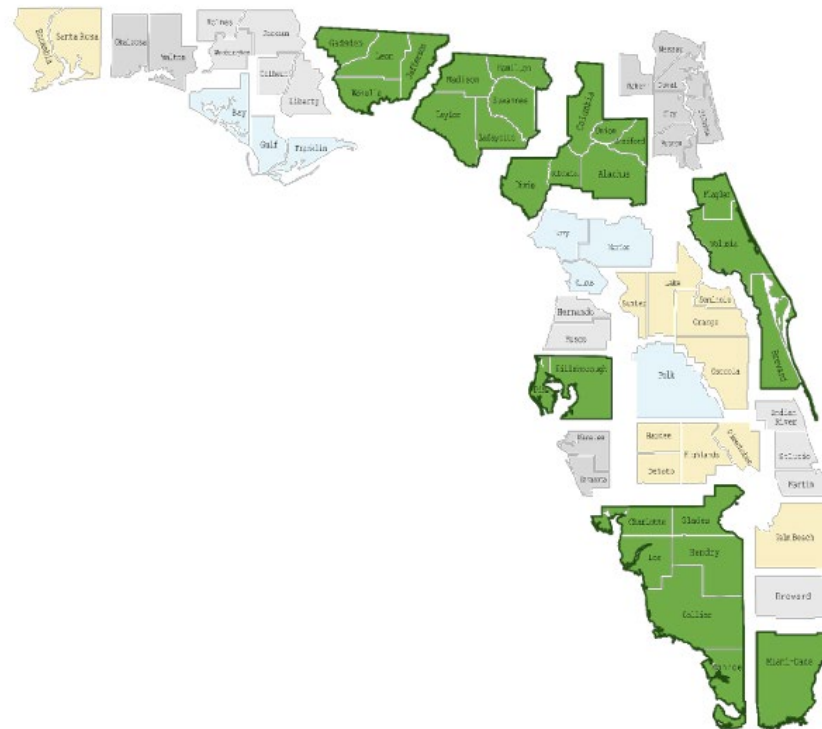
Commissioner Rick Locastro  
Collier County

Commissioner Tim Stanley  
Glades County

Commissioner Emma Byrd  
Hendry County

## Workforce Development Board Alignment

Peg Elmore, President & CEO  
CareerSource Southwest Florida



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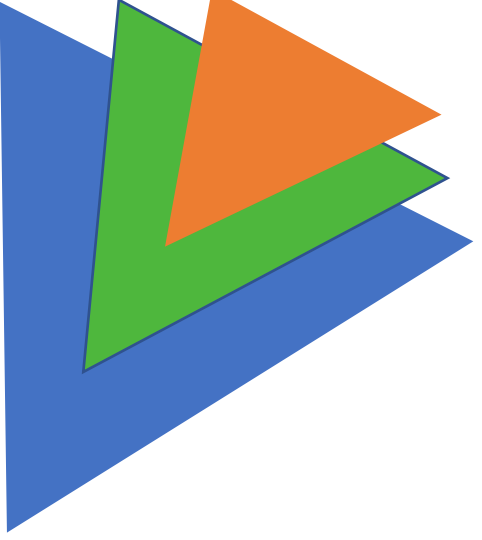
Commissioner Emma Byrd  
Hendry County

**Open Discussion**

**Adjournment**

**CareerSource Southwest Florida Board of Directors Meeting  
Begins**





CareerSource  
SOUTHWEST FLORIDA

# Board of Directors Annual Meeting

IN PERSON ATTENDANCE IS PREFERABLE

6800 Shoppes at Plantation, Suite 170

Fort Myers, Florida

Or via Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 230 113 167 132

Passcode: qVzSSs

**July 12, 2023**

**3:30 pm**



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Meeting Minutes

Transfer Dislocated  
Worker Funds to  
Adult Funds

Committee Reports

Slate of Officers

Regional Demand  
Occupations List

- I. **Call to Order / Roll Call / Quorum**
- II. **Approve June 21, 2023, Meeting Minutes**
- III. **Public Comment**
- IV. **Request to Transfer Dislocated Worker Funds to Adult Funds – Mike Egan**
- VI. **Committee Reports**
  - A. **Nomination Committee Report – Greg Urbancic**
    - **Slate of Officers**
  - B. **Executive Committee – Mike Biskie**
    - **Board Attendance**
  - C. **Business & Economic Development – John Talmage**
  - D. **Career Services Committee – Keitha Daniels**
    - **Request to add occupations to the RDOL**
  - A. **Youth Committee – Dr. Brad Myers**
- VI. **Open Discussion**
- VII. **Adjournment**

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**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 and 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 present the budget.





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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



Prior Approval Transfer Request Form - WIOA Adult and Dislocated Worker (DW) Programs  
From 07/01/2023 through 06/30/2024

LWDB Number and Name (Requestor):	LWDB-24	CareerSource Southwest Florida
Name / Title of Requestor Representative:	Michael Egan	Fiscal Director

**Adult and Dislocated Worker Transfer Request**

Program Year	Program	Total Award Amount	Amount of Adult Requested to be Spent on DW	Percentage of Adult Requested to be Spent on DW	Amount of DW Requested to be Spent on Adult	Percentage of DW Requested to be Spent on Adult
2022	WIOA-DW	1,744,087.00	0.00	0%	1,714,087.00	98.3%

COMPLETE THE BELOW SECTIONS FOR REQUESTS THAT EXCEED 25% OF THE PROGRAM'S ANNUAL ALLOCATION

Reason for requesting the use of one program's funding for the other (e.g. anticipated depletion of current funds, changes in labor market conditions, etc.):

A significant amount of job seekers would potentially be identified as dislocated workers have been impacted by the effects of Hurricane IAN. Funding through NEG grants for disaster recovery is primary and the timeframe for recovery goes far beyond available funding deadlines for WIOA-DW.

A description of outreach/marketing activities conducted to ensure underserved populations were aware of available services:

A strategy to identify dislocated worker job seekers impacted by Hurricane IAN includes community outreach, social media and our website which is continually updated. In addition, we partner with many community organizations and encourage their referrals to us. We will continue to emphasize NDWG funding for our dislocated workers.

Labor market conditions contributing to the need for the transfer:

Current market conditions are challenging the business community to find suitable workers. With low unemployment, dislocated workers who are not being served with National Dislocated Worker Grant funds are more easily finding subsequent employment without training services. The emphasis is on increasing our labor force participation rate by outreach to those individuals who are not currently attached to the labor force and may benefit from adult funded training services including work experience and on-the-job training.

The number of participants originally planned to be served by the base allocation compared to the estimated number of participants expected to be served after funds are transferred.

In program year 2023-2023, we served 361 with adult funding, 68 with dislocated workers funding, 404 with youth funding and 205 individuals were served with National Dislocated Worker Grant funding. We plan to increase our adult enrollments and fully utilize our NDWG funds as well as maintain our dislocated worker enrollments.

COMPLETE THE BELOW CERTIFICATION FOR REQUESTS THAT EXCEED 25% OF THE PROGRAM'S ANNUAL ALLOCATION

I certify the following:

1. When transferring from Adult to Dislocated Worker - The LWDB has sufficient funds to serve the WIOA Adult priority populations.
2. When transferring from Dislocated Worker to Adult - The LWDB has sufficient Dislocated Worker funds to serve dislocated workers in the local area; there are no pending layoffs that may impact the need for dislocated workers in the local area.
3. The full board voted to approve this request to transfer funds and a copy of the LWDB's meeting minutes are included with this request.

I certify the above information is true and correct.

Signature of Board Chair: Michael Biskie Print Name Date

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## **Committee Reports**

**Nominating Committee – Greg Urbancic**

**Executive Committee – Mike Biskie**

**Business and Economic Development Committee – John Talmage**

**Career Services – Keitha Daniels**

**Youth Committee – Dr. Brad Myers**

# Slate of Officers

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**Chair-Mike Biskie**

**Vice Chair-Bill Diamond**

**Treasurer-Keitha Daniels**

**Secretary-Brent Kettler**



## Request to Add Occupations to the Regional Demand Occupations List (RDOL)

**Career Services Committee recommendation to the Board of Directors:  
The following occupation(s) on the Regional Demand Occupations List(RDOL)  
for July 2023 – June 2024.**

	Florida Department of Education Occupational Education Level	Projected Openings for 7/1/23 – 6/30/24	Average Entry Wage	Average Wage of Current Employees
<b>Criteria →</b>	<b>(3) Post-Secondary Adult Vocational Certificate (4) College Credit Certificate, Applied Technology Diploma, Associate of Applied Science, <u>Associate Degree</u> (5) Bachelor's Degree</b>	<b>80 annual openings Regionally</b>	<b>\$13.71/hour</b>	<b>\$16.87/hour</b>
Nursing Assistants (31-1131)	(3) PSAV	660	\$15.64	\$18.38
Medical Equipment Preparers (31-9093)	(3) PSAV	90	\$20.22	\$26.17

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# Upcoming Meetings

**Career Services Committee**

**August 9, 2023 2:00 p.m.**

**Business & Economic Development Committee**

**August 10, 2023 3:00 p.m.**

**Youth Committee**

**August 16, 2023 9:00 a.m.**

**Executive Committee**

**August 23, 2023 3:30 p.m.**

**Annual Awards & Board of Directors Meeting**

**September 13, 2023 11:30 a.m.**

