

**CareerSource Southwest Florida
Board of Directors Meeting
March 13, 2024
3:30 p.m.**

Members Present

Mike Biskie-Chair	Drummond Camel
Keitha Daniels	Bill Diamond
Brent Kettler-Virtual	Adrian Llanes
Anthony Oakes-Virtual	Aaron Stitt
John Talmage	Dr. Amy Teprovich
Michael Wukitsch	

Members Absent

Curtis Brown	Dave Gammon
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Staff Present

Peg Elmore	Mike Egan
Ed Fritz	Lyntoria Thomas
Mary Anne Zurn	

Elected Officials Present

Commissioner Emma Byrd	Commissioner Michelle Lincoln
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I. CALL TO ORDER

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. PUBLIC COMMENT- None

III. APPROVAL OF JANUARY 10, 2024, BOARD MEETING MINUTES

John Talmage made a motion to approve the January 10, 2024 meeting minutes; Drummond Camel seconded; the motion was unanimously approved.

IV. MONROE COUNTY OVERVIEW

Monroe County Commissioner Michelle Lincoln introduced herself and shared how excited Monroe County is about becoming a part of the CareerSource Southwest Florida region effective July 1, 2024. Commissioner Lincoln explained that Key West is a little county with big county problems plus 5 million visitors a year. Monroe County is the third largest barrier reef in the world and three of their largest challenges are workforce housing, wages, and transportation. Monroe County is an area of critical state concern due to hurricane evacuation and they have started a "robust public process" called Rate of Growth Ordinance (ROGO). Commissioner Lincoln was excited

to share Monroe County's new artificial reef program called Aquaculture. Aquaculture is farming in the water, restoring the reefs, new industries in science, and an opportunity for job training and workforce development.

V. RESOLUTION 2024-1

Board Attorney, Greg Urbancic explained the 2018 Resolution lacks clarity on the decisions the President CEO can make without Board of Directors approval. Greg explained there will be some critical times when the President CEO will need to make decisions and there will not be enough time to gather board members, have a discussion, then take a vote. The new resolution clarifies her authority for the day-to-day operation of CareerSource Southwest Florida. Mike Biskie explained the new resolution will allow Peg to do the things we hired and voted for her to do.

Keitha Daniels made the motion to accept Resolution 2024; John Talmage seconded; the motion was unanimously approved.

VI. MONROE COUNTY LEASES

Peg Elmore explained that CareerSource Southwest Florida is seeking office space in Monroe County, and they are reviewing all options available. She anticipates they will need to execute a lease prior to the June board meeting. Peg explained the approval of leases requires full board approval. Peg asked, considering the critical short time frame, for the Board of Directors to consider delegating authority to the Executive Committee if action is needed prior to the June board meeting.

Drummond Camel made the motion to delegate authority for the Monroe County leases to the Executive Committee; Brent Kettler seconded; the motion was unanimously approved.

VII. STRATEGIC PLANNING UPDATE

Key West Wednesday May 8 -Friday May 10, 2024.
Email from Lyntoria with travel details and contacts on 3/14.
Email from Lyntoria on 3/27 to confirm your attendance.

TPMA-will be the facilitator to guide CareerSource Southwest Florida through its strategic planning process. The facilitating team will consist of Monique Moore, Project Lead, Stephanie Bradley, Senior Project Manager and Nioka Clark, Senior Advisor of Engagement & Innovation.

VIII. ONE-STOP OPERATOR REPORT

Senior Advisor of Workforce Solutions & Transformation, Dr. Benjamin Wilson and Consultant, Christina Ortega provided an overview of the One-Stop Operator's role. reviewing, helping strengthen partnerships, identifying & recommending practices that optimize services, providing written reports, conducting virtual and onsite meetings with monthly check-ins with the planning and grants director.

IX. ONE-STOP OPERATOR PROCUREMENT

Keitha Daniels provided an overview of the request for proposals (RFP) review panel meeting. There were no recommendations and felt TPMA was their choice for One-Stop Operator.

Michael Wukitsch made the motion to approve TPMA as the One-Stop Operator; Adrian Llanes seconded; the motion was unanimously approved.

X. IT SERVICES PROCUREMENT

Carl Stringer provided an overview of the request for proposals (RFP) review panel meeting. Carl explained four companies submitted proposals and two lacked clarity and relationship causing them to be eliminated. The other two were strong, iVenture and Entech. Carl explained although iVenture was a strong contender they did not have workforce development experience, were not local, and were more expensive. Entech was the only company to attend the review panel meeting in-person, was very knowledgeable when asked questions, they are local, affordable, and willing to build a hands-on relationship with CareerSource Southwest Florida. Carl advised Entech was their choice for Information Technology Managed Service Provider (MSP).

Brent made a motion to approve Entech as the Information Technology Managed Service Provider; Anthony Oakes seconded; the motion unanimously approved.

XI. SUMMER YOUTH SERVICE

Peg Elmore gave an overview of this year's summer youth program. Peg explained this will be a robust program with Quality Labor Management (QLM) as the employer of record, All CareerSource Southwest Florida counties will be able to participate, for profit businesses will be able to be included, a pay rate of \$15.00 will be paid, and charges will not exceed \$944,000.00.

XII. THMP MONITORING REVIEW

Mike Biskie explained we contract with THMP to provide internal monitoring three times a year. In addition to helping us prepare for the annual Florida Commerce monitoring, they provide ongoing technical assistance throughout the year. This monitoring report is consistent with past monitoring reports and the staff is preparing a corrective action plan.

XIII. COMMITTEE & CONSORTIUM REPORTS

Executive Committee-No Report

Business & Economic Development Committee-John Talmage
February's meeting focused on veterans and entrepreneurship. April's meeting will focus on the issues surrounding the employment of persons with disabilities.

Career Services Committee-No Report

Youth & Youth Ad-Hoc Committees-Dr. Brad Myers
The Youth Committee and the Career Exploration Ad-Hoc Committee have dedicated effort to the 2024 Junior Achievement (JA) Inspire to Hire. The event will be at Alico Arena from Tuesday, April 9, 2024, to Thursday, April 11, 2024. Ten thousand students are expected to attend physically with more participating virtually.

Education & Industry Consortium-Yoland Flores
The Consortium is comprised of representatives from educational institutions and local businesses across our five-county region: Lee, Collier, Hendry, Glades, and Charlotte. Monroe County will be added 7/1/2024. The Education and Industry Consortium is an independent advisory group to the local board. Mike Biskie approved 16 Consortium members to serve for a two-year term.

XIV. SEPTEMBER AWARDS LUNCHEON & BOARD MEETING

- September 18, same place as last year – Plantation Golf and Country Club.
- Same Time 1130am-1pm.
- As we have not yet approved the program year 2024-2025 budget, staff is seeking approval of no more than \$20,000 for the annual awards luncheon.

Mike Wukitsch made the motion to approve the \$20,000.00 expenditure of unrestricted funds; Drummond Camel seconded; the motion was unanimously approved.

XV. ADJOURNED- The meeting adjourned at 4:55 p.m.

