

**CareerSource Southwest Florida  
Board of Directors Meeting  
September 18, 2024  
1:00 p.m.**

**Directors Present**

Bill Diamond-Vice Chair  
Drummond Camel  
Keitha Daniels  
Kevin Donlan  
Brent Kettler  
Adrian Llanes

Phil Magin  
Brad Myers  
Anthony Oakes  
Kristina Park

**Directors Absent**

Mike Biskie  
Wendi Fowler  
Michelle Lincoln  
Aaron Stitt

Carl Stringer  
John Talmage  
Mike Wukitsch

**Staff Present**

Mike Egan-Virtual  
Peg Elmore  
Ed Fritz

Rebecca Sandholdt-Virtual  
Lyntoria Thomas

**I. CALL TO ORDER**

The meeting was called to order by Vice-Chair Bill Diamond at 1:30 p.m. Lyntoria Thomas, Administrative Services Assistant, called roll and confirmed quorum was met.

**II. PUBLIC COMMENT- None**

**III. APPROVAL OF JULY 10, 2024, BOARD MEETING MINUTES**

Kristina Park made a motion to approve the July 10, 2024 meeting minutes; Drummond Camel seconded; the motion was unanimously approved.

**IV. IMMOKALEE BUILDING**

Mike Egan, Financial Director for CareerSource Southwest Florida gave an overview of the property in Immokalee. Mike explained we received a letter of intent for the purchase of the Immokalee building. The sale is contingent upon the Collier County School Board's first right of refusal, and the purchaser being a non-profit organization. Mike recommended the Board of Directors authorize Peg Elmore, President CEO to sign the letter of intent for the purchase of the Immokalee property.

Adrian Llanes made a motion to give Peg Elmore the authority to sign the letter of intent to sell the Immokalee building; Brent Kettler seconded; the motion was unanimously approved.

## **V. HENDRY COUNTY LEASING UPDATE**

Mike Egan gave an overview of the Clewiston and Labelle properties and explained both offices are not in the best shape, need major renovations, and are not in the best locations, due to lack of visibility and access. Current leases for both offices will expire June 30, 2025, and two lease proposals were presented: WC Owen property in Clewiston and the Option 2 of the proposal for the property on W. Hickpochee Ave, Labelle.

Adrian Llanes made a motion to give Peg Elmore the authority to sign the lease proposal for the Clewiston office; Anthony Oakes seconded; the motion was unanimously approved.

Anthony Oakes made a motion to give Peg Elmore the authority to sign the lease proposal for the Labelle office; Keitha Daniels seconded; the motion was unanimously approved.

## **VI. STRATEGIC PLAN**

Peg Elmore, President/CEO for CareerSource Southwest Florida explained the CareerSource Southwest Florida Business & Economic Development Committee and the Career Services Committee have reviewed the proposed objectives and key results and suggested modifications were presented. The next step will be to provide the Board of Directors with data to begin to quantify the goals.

## **VII. PLANNING REGIONS**

Peg Elmore, President CEO for CareerSource Southwest Florida gave an overview of the planning regions requirements of the REACH ACT. CareerSource Heartland was presented as a viable option to meet the requirements.

Phil Magin made a motion to have Mike Biskie sign the letter of intent to form a regional planning area with CareerSource Heartland; Drummond Camel seconded; the motion was unanimously approved.

## **VIII. FOUR-YEAR PLAN**

Keitha Daniels, Career Services Committee Chair stated the Four-Year Plan was discussed and no comments from the public were received. Keitha explained the plan aligns with the current plans that are in place.

Anthony Oakes made the motion to approve the Four-Year Plan; Brent Kettler seconded; the motion was unanimously approved.

## **IX. COMMITTEE REPORTS**

### **Executive Committee**

Bill Diamond stated the Committee discussed and approved the Florida Commerce Subgrantee Agreement. The strategic plan and facilities were also discussed as previously reported. Also discussed pursuing additional cost information on a mobile unit.

### **Business & Economic Development Committee- Peg Elmore**

Peg reported on behalf of John Talmage. County tours are being scheduled and the first tour, Raising Cane (Hendry County), is being rescheduled to better accommodate schedules.

### **Career Services Committee- Keitha Daniels**

Keitha previously reported on the Four Year Plan

**Youth Committee-** No Report

### **Education & Industry Consortium-**

Peg reported the second industry the Consortium studied was Manufacturing.

## **X. GOOD OF THE ORDER**

Bill Diamond commented on the Awards Ceremony & Luncheon... "Good Event!"

## **XI. ADJOURNMENT-** The meeting was adjourned at 2:06pm