

Executive Committee Meeting

**September 3, 2025
3:30pm**

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Meeting ID: 278 946 479 302 7

Passcode: Sw9UZ67v



Agenda

Public Comment

Meeting Minutes

Immokalee Sale &
Lease Update

Financial
Monitoring

Strategic Plan
Reporting

President & CEO
Bonus

Upcoming Events &
Meetings

For the Good
Of the Order

Adjournment

I. Call to Order

II. Public Comment

III. Approve June 25, 2025 Meeting Minutes

IV. Immokalee Sale and Lease Update

V. Financial Monitoring

VI. Strategic Plan Reporting

VII. Baseline for President & CEO Bonus

VIII. For the Good of the Order

XI. Adjournment



Public Comment...



**CareerSource Southwest Florida
Executive Committee Meeting
June 25, 2025
3:30 p.m.
Minutes**

Members Present:

Mike Biskie-Chair
Keitha Daniels
John Talmage

Members Absent:

Bill Diamond
Adrian Llanes
Brad Myers

Guest Present:

Greg Urbancic, Board Attorney-Virtual

Staff Present:

Peg Elmore
Ed Fritz
Lyntoria Thomas

I. CALL OF ORDER

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

II. PUBLIC COMMENT- None

III. APPROVAL OF MAY 28, 2025 MEETING MINUTES

Chair, Mike Biskie explained there was an error reported in the performance review for the President and CEO. Mike explained the bonus incentive for the should not state "be increased by 10 percent but should state "be given a bonus incentive of \$15,000.00 to be paid during the current 2024-2025 program year".

After a detailed discussion, John Talmage made a motion to approve the correction to the drafted May 28, 2025 meeting minutes to replace the "10 percent bonus incentive increase" with the amount of the bonus incentive of \$15,000.00; Keitha Daniels seconded; the motion was unanimously approved.

IV. CASH DRAWS

Chief Financial Officer, Mike Egan gave an overview of what cash draws are and how they work. Mike explained in early May 2025 cash draws went to every two weeks, cash received is now taking two weeks after a cash draw entry. Mike explained the end of year cash draw was June 18, 2025, next year's cash draw is July 9, 2025, and there is no availability of Temporary Assistance for Needy Families (TANF) cash.

V. DISLOCATED WORKER TO ADULT FUNDS TRANSFER

Chief Financial Officer, Mike Egan gave an overview of what it means to transfer dislocated work funds to WIOA adult funds. Mike explained CareerSource Southwest Florida is asking that \$1,895,211 be transferred from dislocated worker to adult funding, this is the 2024 funding that

will expire at the end of June 2026. Mike asked the Executive Committee to present the request to the full Board at their July meeting.

Keitha Daniels made a motion to present the request to transfer funds from dislocated worker to adult funds to the full board in July; John Talmage seconded; the motion was unanimously approved.

VI. IMMOKALEE BUILDING PROCEEDS

Chief Financial Officer, Mike Egan gave an overview of the progress on the sale of the Immokalee building. Mike explained the closing is scheduled for July 8, 2025 and once the building is sold Mike is asking the Executive Committee to seek the Board's direction of how the proceeds from the sale should be divided.

VII. IMMIGRATION ENFORCEMENT IMPACT

President & CEO, Peg Elmore gave an overview of how immigration enforcement will impact CareerSource Southwest Florida. Peg explained all the programs CCSWF provide will be impacted in some way including a reduction in the flow of customer traffic. Peg explained in-state tuition for undocumented students, the birthright citizenship for children born after February 19, 2025 will be impacted, and the participation of agricultural workers declined because many never returned to Florida.

Peg explained CCSWF will continue to monitor the potential for new policies related to able bodies Medicaid recipients to secure 80 hours of work.

VIII. PROPOSED FEDERAL BUDGET IMPACT

President & CEO, Peg Elmore gave a detailed overview of the proposed federal budget impact on the local workforce development boards. Peg explained there will be some major funding cuts and funds will be distributed by a formula that has not yet been developed by the Secretary of Labor. Peg explained at this time it is not known how the state will decide to distribute funds to the workforce regions.

XI. UPCOMING EVENTS & MEETINGS

Business & Economic Development Committee... June 26, 2025 at 3pm
Board of Directors (Annual Meeting)... July 9, 2025 at 3pm
Career Services Committee... July 23, 2025 at 2pm
Youth Committee... July 24, 2025
Education & Industry Consortium- August 28, 2025 at 9am
Executive Committee... September 3, 2025 at 3pm

X. OPEN FORUM

New Program Year begins July 1
New Board of Director Officers
New bank signature cards

XI. FOR THE GOOD OF THE ORDER- None

XII. ADJOURNMENT- The meeting adjourned at 4:22 p.m.



Immokalee Lease & Sale Update





2023-2024


Financial Monitoring

[click here](#)






Strategic Plan Draft for PY 25-26

- Objective 1 Increase awareness of CSSWF's capabilities, opportunities, and services.**
 - Objective 2 Engage individuals with barriers.**
 - Objective 3 Diversify delivery of services for all internal and external stakeholders.**
- 



Objective 1 – Increase Awareness

Key Results

- A. New or first-time employers will increase by 3%.**
 - B. Social media metrics will increase by 3%.**
 - C. The number of community organizations who refer individuals to us for employment and training services will increase by 20%.**
- 

New or first-time employers will increase by 3%.

Program Year 2023 - 2024

Total Employers
Served

1175

New Employers

567

Total Core Employer
Services Provided

2009

Percentage of
New Employers

48.26

Goal (+3%)
51.26

Program Year 2024 - 2025

Total Employers
Served

1087

New Employers

649

Total Core Employer
Services Provided

3128

Percentage of
New Employers

59.71

New or first-time employers will increase by 3%
As of August 18, 2025

| Program Year 2024 - 2025 | | Goal (+3%) | Program Year 2025 - 2026 | |
|--------------------------|---------------------------------------|------------|--------------------------|---------------------------------------|
| Total Employers Served | Total Core Employer Services Provided | | Total Employers Served | Total Core Employer Services Provided |
| 1,087 | 3,128 | 62.71 | 123 | 400 |
| New Employers | Percentage of New Employers | | New Employers | Percentage of New Employers |
| 649 | 59.71 | | 67 | 54.47 |

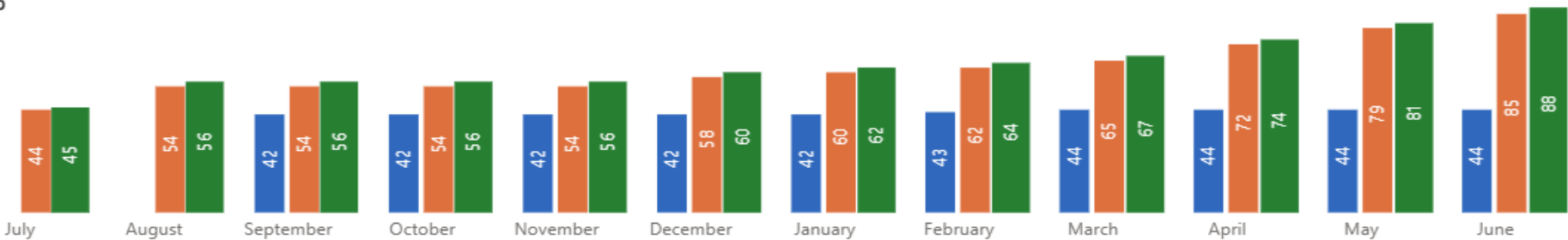
Social media metrics will increase by 3%.

Social Media Metrics

Last Refresh Date
06/30/2025

YouTube Subscribers

PY 2023, PY 2024, Target (+3%)



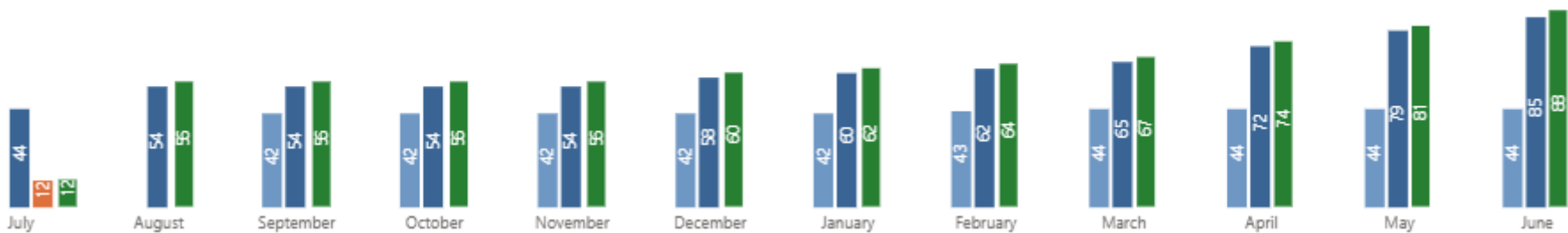
You Tube PY 2023: 44

You Tube PY 2024: 85

Increase: 91%

YouTube Subscribers

PY 2023, PY 2024, PY 2025, Target (+3%)

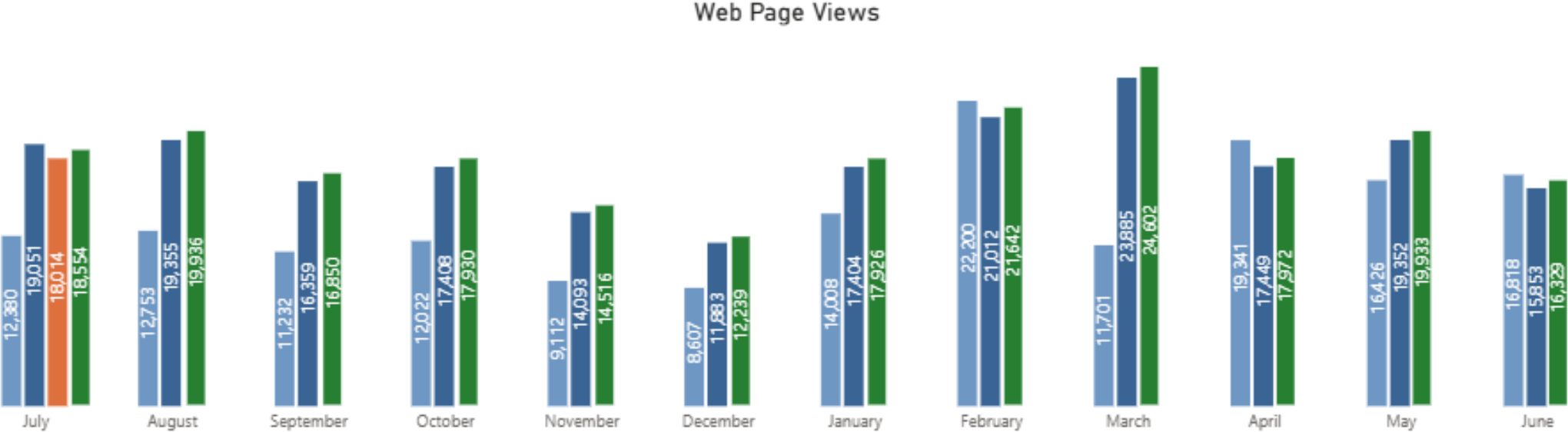


You Tube PY 2024: 85

You Tube PY 2025: 12

Decrease: 73%

Social media metrics will increase by 3%.



Webpage 2023: 166,600

Webpage PY 2024: 213,104 Increase: 28%

Webpage 2024: 213,104

Webpage PY 2025: 18,014 Decrease thru 7/31: 5.4%

PY 2023, PY 2024, PY 2025, Target (+3%)

Social media metrics will increase by 3%

Instagram

PY2024: 1,000

PY2025 Goal: 1,030

Increase through 7/31: 0%

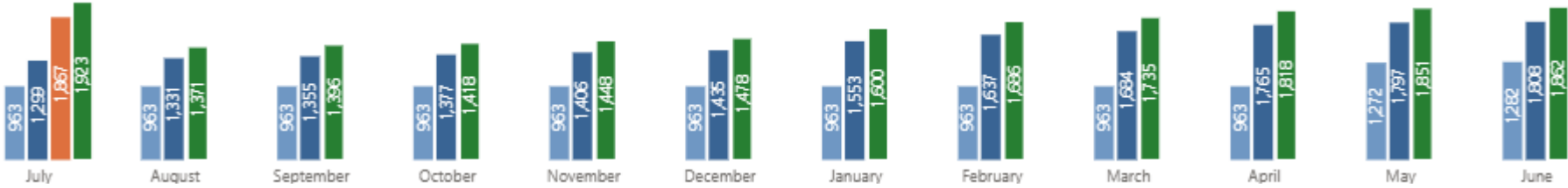


LinkedIn

PY2024: 1,808

PY2025 Goal: 1,863

Increase through 7/31: 3%



Facebook

PY2024: 5,610

PY2025 Goal: 5,779

Increase through 7/31: .05%



**The number of community organizations who refer individuals to us
for employment and training services will increase by 20%.**

Total Referrals 2023

1440

Number of Partners 2023

20

Total Referrals 2024

4282

Number of Partners 2024

141

Total Referrals 2025

441

Number of Partners 2025

63

| | |
|-----------------------------|-----|
| 2024 Referral Partners: | 141 |
| 2025 Referral Partner Goal: | 170 |



Objective 2 – Individuals with Barriers

Key Results

- A. Engagement of individuals with barriers to employment will increase by 20%.
(Career Services Committee)**
 - B. For program year 25/26, enrollments of individuals with disabilities
and ex-offenders will increase by 5%.
(Career Services Committee)**
- 

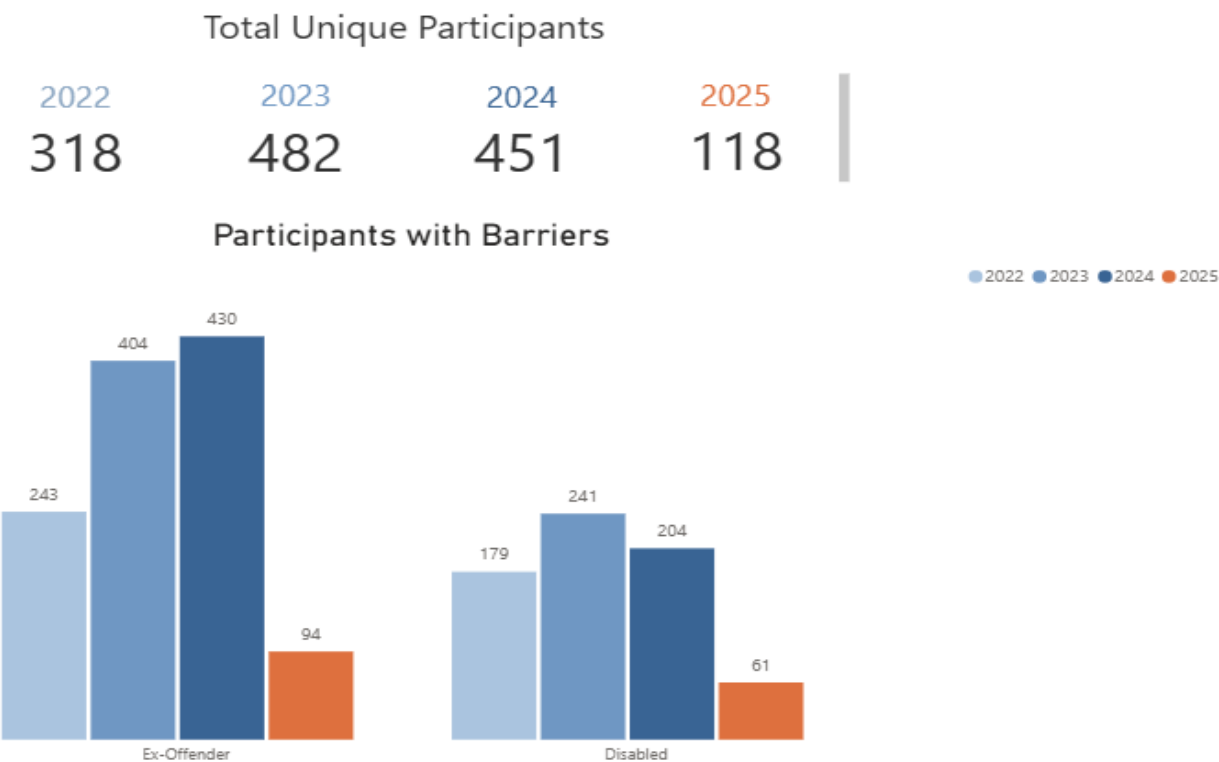
Engagement of individuals with barriers to employment will increase by 20%.

| Total Unique Participants | | | |
|---------------------------|-------|-------|------|
| 2022 | 2023 | 2024 | 2025 |
| 3,102 | 3,809 | 3,605 | 642 |

As of August 18
PY 2025 Goal: 4,326

| | | |
|--|--|---|
| Barriers: Low Income SNAP Ex-Offender Homeless Foster Care | MSFW Cultural Barriers TANF Youth Parent Single Parent | Over 55 LT Unemployed Disabled Displaced Homemaker TANF Exhausted |
|--|--|---|

For program year 25-26, enrollments of individuals with disabilities and ex-offenders will increase by 5%.




PY25 Goals: Justice Involved: 452 Individuals with Disabilities: 215



Objective 3 – Delivery of Services

Key Results

- A. Increase virtual options to external stakeholders annually.**
 - B. Increase physical access points through partnerships annually.**
 - C. Increase virtual interactions of stakeholders annually.**
- 



Indicators of Performance

18 Indicators: Adults, DW, Youth and WP

Employed 2nd quarter after exit
Median wage 2nd quarter after exit
Employed 4th quarter after exit
Credential Attainment
Measurable Skills Gain


17/18





Letter Grades

Participants with Increased Earnings
Reduction in Public Assistance
Employment and Training Outcomes
Participants in Work-Related Training
Continued Repeat Business
Year over year Business Penetration
Completion to Funding Ratio
Serving Individuals on Public Assistance





Baseline for President & CEO Bonus





**Business & Economic
Development Committee
September 11, 2025
830am**


**Career Services Committee
October 22, 2025
2pm**

**Education & Industry Consortium
November 20, 2025
9am**

**Board of Directors Awards
Luncheon & Meeting
September 24, 2025
11am-1pm
1pm-3pm**

**Youth Committee
October 23, 2025
300pm**

**Executive Committee
October 29, 2025
330pm**





For the Good of the Order...





Adjourned...

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. CareerSource Southwest Florida is the direct service provider for various workforce programs which are fully supported by the U.S. Department of Labor, Health and Human Services, and Agriculture as part of awards totaling \$15.3 million.

All statements, press releases, requests for proposals, bid solicitations, public statements, social media, toolkits, resource guides, website, and visual presentations are fully funded with federal money.

