

Board of Directors Meeting

May 13, 2026

3pm

Join:
<https://teams.microsoft.com/meet/22762199253820?p=y76GN2sHyFGZnVMvvH>
Meeting ID: 227 621 992 538 20
Passcode: 2Ke6M99a



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- I. Call to Order**
- II. Public Comment**
- III. Approval of March 11, 2026, Meeting Minutes**
- IV. Related Party Agreements IBEW& Nova University**
- V. Board Member Terms and Attendance**
- VI. Board Meeting Schedule**
- VII. Office Holidays and Closure Schedule**
- VIII. Budget**
- IX. Strategic Plan Third Quarter Performance**
- X. One Stop Operator Third Quarter Report**
- XI. Committee & Consortium Reports**
- XII. Upcoming Meetings**
- XIII. For the Good of the Order**
- XIV. Adjournment**



Public Comment...



**CareerSource Southwest Florida
Board of Directors
Meeting Minutes
March 11, 2026
3:00 p.m.**

Directors Present:

| | |
|----------------------|-----------------------|
| Mike Wukitsch-Chair | Edward Franco-Virtual |
| Mike Biskie | Brent Kettler-Virtual |
| Drummond Camel | Adrian Llanes-Virtual |
| Bill Diamond-Virtual | Kristina Park-Virtual |
| Keitha Daniels | John Talmage-Virtual |
| Wendi Fowler-Virtual | Bob White-Virtual |

Directors Absent:

| | |
|------------------|-------------|
| Michelle Lincoln | Brad Myers |
| Phil Magin | Aaron Stitt |

Chief Local Elected Officials

Commissioner Ramon Iglesias

Guest Present

Yolanda Flores, E & I Consortium Facilitator
Lisa O'Leary, Division of Vocational Rehabilitation
Greg Urbanic, Board Attorney

Staff Present

| | |
|------------|-------------------|
| Mike Egan | Rebecca Sandholdt |
| Peg Elmore | Lyntoria Thomas |

I. CALL TO ORDER

The meeting was called to order by Chair, Mike Wukitsch, at 3:00 p.m. Lyntoria Thomas, Executive Assistant, called roll and confirmed quorum was met.

II. PUBLIC COMMENT- None

III. APPROVAL OF JANUARY 14, 2026, MEETING MINUTES

Drummond Camel made a motion to approve January 14, 2026, meeting minutes; Mike Biskie seconded; the motion was unanimously approved.

IV. ONE-STOP OPERATOR PROCUREMENT

There was a detailed discussion regarding the responsibilities of the One-Stop Operator (OSO). Mike Wukitsch, Board of Directors Chair, explained the board approved a new agreement for Thomas P Miller & Associates to be the One-Stop Operator for program year 2024 and renewed their agreement for program year 2025. In November 2025, the board approved using an outside entity to procure a One-Stop Operator for the region to be effective on July 1, 2026.

CareerSource Research Coast followed state One Stop Operator procurement procedures which include posting a Request for Proposals on the website as well as notifying a list of interested parties. Two proposals were received and ranked. CareerSource Research Coast is recommending CareerSource Southwest Florida be chosen as the one-stop operator.

Brent Kettler made a motion to approve CareerSource Southwest Florida as One-Stop Operator; Drummond Camel seconded; the motion was unanimously approved.

Staff will forward paperwork to the six counties' Chief Local Elected Officials and Florida Commerce for state and gubernatorial approval. The operator agreement is renewable annually for up to four years; it covers all six counties and is expected to yield about \$50,000 in annual cost savings by bringing the function in-house.

V. COMPLIANCE DOCUMENTS

An overview of the Subsequent Local Workforce Development Area Designation was given. It is signed by the board chair and each of the six counties' Chief Local Elected Officials. The document certifies that CareerSource Southwest Florida performed successfully and sustained fiscal integrity. This designation is required every two years.

Drummond Camel made a motion to approve the request for subsequent local workforce development area designation; Mike Biskie seconded; the motion was unanimously approved.

The Local Workforce Development Board's Composition and One Stop Certification was discussed in detail. This is a recertification request required every two years. They require the information be submitted to Florida Commerce every two years.

An overview of Direct Service Provider was given; this must be submitted every three years and must be signed by the Board Chair and each of the six counties Chief Local Elected Official. The document is posted on our website for public comment and will remain posted until March 23, 2026.

Only four Workforce Boards choose to procure service providers to administer services to customers. CareerSource Southwest Florida, as direct service provider, has saved over \$2.1 million in the last three years. Approving the request will result in an additional estimated \$1.7 million over the next three years.

Drummond Camel made a motion to approve CareerSource Southwest Florida being a Direct Service Provider; Adrian Llanes seconded; the motion was unanimously approved.

VI. MONITORING REPORTS

Rebecca Sandholdt, CareerSource Southwest Florida, Chief Operations Officer, gave an overview of the Florida Commerce and Taylor, Hall, Miller, & Parker (THMP) monitoring reports. The reports cover April 2024 through March 2025 and were conducted in May 2025 and were received February 11, 2026. Florida Commerce staff will present this report at the Board of Directors' September meeting.

VII. STRATEGIC PLAN OUTCOMES

Peg Elmore, CareerSource Southwest Florida, President CEO, presented the strategic plan scorecard with metrics for new employers, social media, virtual services, and referral partnerships. There was a discussion on assessing longitudinal impact rather than tracking numbers, to begin mapping and clustering barriers and engagement data by geography to find underserved areas. The Board requested clarity on how the strategic numeric goals were derived from historical data and committee recommendations. Commissioner Iglesias observed the numbers indicate our followers are increasing but they are not engaged; they do not like and share the posts. He emphasized the need for short videos. John Talmage suggested a metric for measuring nimbleness. Brent Kettler suggested staff review other boards' performance measurement systems. The staff will present the third-quarter report with a discussion of how the numerical goals were determined at the May Board meeting.

VIII. COMMITTEE & CONSORTIUM REPORTS

Business & Economic Development Committee-John Talmage

- Joint meeting with the Education & Industry Consortium
- Next meeting 3/26/26 topic of discussion careers in Health Care

Career Services Committee-Keitha Daniels

- New changes being implemented to the Workforce Pell Grant effective July 1, 2026.
- With the changes, more providers will become eligible. With the uncertainty of funding, the committee decided it was best to let the new changes take place then evaluate the impact.
- The priority of services for certain individuals including individuals who are low income, receiving public assistance, or veterans and their spouses was discussed. The committee decided to unanimously approve a recommendation to the board to lower the poverty level from the 250 percent back to 200 percent of the federal poverty level effective July 1, 2026 to better prioritize services for individuals with greater economic need.

Mike Biskie made a motion to approve the federal poverty level from 250 percent to 200 percent of the federal poverty level; Drummond Camel seconded; the motion was unanimously approved.

Executive Committee Report-Mike Wukitsch

- The state legislature is discussing how to implement work verification for Medicaid recipients, which could impact CareerSource Southwest Florida
- Temporary Assistant for Needy Families (TNAF) funding is anticipated to be extended through August 2026 allowing a strong and healthy Summer Youth Program.
- The Workforce Pell Grant rulemaking was published March 6, 2026 and could affect local policy and provider operations.
- New and revised policies are ongoing with a strong focus on accountability and compliance.
- Labor force participation rates, especially among the youth and older non-retirees, is a concern.
- Flat federal funding amid inflationary pressure and future congressional action need to

Youth Committee-Peg Elmore

- CareerSource Southwest Florida has partnered with Collier County Adult Education to fund some Integrated Education & Training (IET) Programs
- Students who enroll receive specialized training in Pre-health, Pre-Education, or Pre-Construction
- CareerSource Southwest Florida was a vendor at all three Collier County regional career fairs held for high school juniors & seniors and at the November 2025 Florida International Air Show

Education & Industry Consortium-Yolanda Flores

- New 2-year terms began January 2026
- Several new members added-17 members in total
- Joint meeting with Business & Economic Development Committee 1/22/26
- Next meeting 4/23/26 at 9am topic of discussion Artificial Intelligence (AI)

IX. UPCOMING MEETINGS

- Business & Economic Development Committee: 3/26/26 at 3pm
- Career Services Committee: 4/22/26 at 2pm
- Education & Industry Consortium: 4/23/26 at 9am
- Youth Committee: 4/23/26 at 3pm
- Executive Committee: 4/29/26 at 330pm
- Board of Directors: 5/13/26 at 3pm

X. FOR THE GOOD OF THE ORDER

Mike Biskie


- 4/16/26 Annual Baseball Camp Disability Dream and Do. Mike will send info to Lyntoria to share.

XI. ADJOURNMENT- The meeting adjourned at 4:18pm



Related Party Agreement- Program Year 26-27


**IBEW- training cost reimbursement not to exceed
\$50,000 books, uniforms, tools, and subscription**





Related Party Agreement- Program Year 26-27

**Nova University- Individual Training Account
not to exceed \$200,000.00**





**Board Member 2nd Term Approvals:
Adrian Llanes and Aaron Stitt**

Board Attendance





2026-2027 Board Meeting Schedule

**The Board meets the 2nd Wednesday of every other month
at 3pm**

July 8, 2026-Annual Meeting


**September 23, 2026
Awards Ceremony & Luncheon*1130am-1pm
Joint Meeting*1pm-3pm
The Club at Pelican Preserve**

November 18, 2026

January 13, 2027

March 10, 2027

May 12, 2027





2026-2027 Office Closures

Memorial Day.... Monday May 25, 2026 (approved 5/14/25)

Independence Day... Friday July 3, 2026

Labor Day... Monday September 7, 2026

Veterans Day... Wednesday November 11, 2026

Thanksgiving...Thursday November 26 – Friday November 27, 2026

Christmas... Thursday December 24 – Friday December 25, 2026

New Year... Thursday December 31, 2026 – Friday January 1, 2027

Dr. Martin Luther King Jr Day... Monday January 18, 2027

President's Day... Monday February 15, 2027

Memorial Day.... Monday May 31, 2027

***All centers will be closed June 24, 2026 & December 11, 2026 for staff in-service training**





Budget

[access here](#)





Strategic Plan

3rd Quarter Performance

[access here](#)

Social Media Report

[access here](#)





One-Stop Operator 3rd Quarter Report

[access here](#)





Committee & Consortium Reports

Business & Economic Development Committee... John Talmage

Career Services Committee... Keitha Daniels

Executive Committee... Mike Wukitsch

Youth Committee... Vicki Pesonen

Education & Industry Consortium... Yolanda Flores





Upcoming Meetings...

Business & Economic Development Committee... May 27, 2026 at 3pm

Executive Committee... June 24, 2026 at 330pm

Board of Directors ... July 8, 2026 at 3pm

Career Services Committee... July 22, 2026 at 2pm

Youth Committee... July 30, 2026 at 4pm

Education & Industry Consortium... August 27, 2026 at 9am



The image features a white background with decorative geometric shapes in the corners. In the top-left corner, there are three overlapping triangles: a blue one, a green one, and an orange one. In the bottom-right corner, there are three overlapping triangles: a green one, a blue one, and an orange one. The text "For The Good of the Order..." is centered in the middle of the page.

For The Good of the Order...



Adjourn...

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.

