CareerSource Southwest Florida
Board of Directors & SWFL Consortium
Joint Meeting Minutes
September 23, 2026
1:00 p.m.

Directors Present:

Mike Wukitsch-Chair	Phil Magin
Vanessa Alvarez	Lisa O'Leary
Mike Biskie	Kristina Park
Keitha Daniels	Aaron Stitt
Edward Franco-Virtual	John Talmage
Michelle Lincoln	

Directors Absent:

Drummond Camel	Brent Kettler
Kristine Cox	Adrian Llanes
Bill Diamond	Chris Pascal
Wendi Fowler	Bob White

SWFL Workforce Development Consortium Present:
Commissioner Dan Kowal, Collier County
Mayor Michelle Lincoln, Monroe County
Commissioner Tim Stanley, Glades County

SWFL Workforce Development Consortium Absent:
Commissioner Ramon Iglesias, Hendry County
Commissioner Cecil Pendergrass, Lee County
Commissioner Joseph Tieso, Charlotte County

Guest Present:
Greg Urbancic, Board Attorney
Tatum Walker, Lee County Economic Development Office

Staff Present:

Peg Elmore	Rebecca Sandholdt
Kristen Clover-Virtual	Lyntoria Thomas

I.CALL TO ORDER

The meeting was called to order by Chair, Mike Wukitsch, at 1:28 p.m. (The meeting start time was delayed due to the awards luncheon running long.) Lyntoria Thomas, Executive Assistant, called roll for the CareerSource Southwest Florida Board of Directors and called roll for the Southwest Florida Workforce Development Consortium and confirmed quorum was met for each.

II.PUBLIC COMMENT-None

III.APPROVAL OF JULY 8, 2026 MEETING MINUTES

Michelle Lincoln made a motion to approve July 8, 2026, meeting minutes; John Talmage seconded; the motion was unanimously approved.

IV. TWO-YEAR MODIFICATION TO FOUR-YEAR PLAN

An overview of the Two-Year Modification to the Four-Year WIOA Plan, including the Regional Plan Addendum, was provided by Peg Elmore, President CEO, CareerSource Southwest Florida. Peg thanked the Board of Directors and the committees for their input throughout the planning process, particularly regarding the incorporation of the Five Pillars.

> Mike Biskie made a motion to approve the Two-Year Modification to the Four-Year WIOA Plan, including the Regional Plan Addendum. Mayor Lincoln seconded the motion. The motion unanimously approved.

The current Interlocal Agreement specifies that, after the WIOA Plan has been presented to the Chief Local Elected Officials (CLEOs) of each of the six counties, the Plan is deemed approved if no objections or requests for a meeting are received within 60 days FloridaCommerce and CareerSource Florida have requested a signature on the Plan to document the Consortium's approval.

> Commissioner Tim Stanley, Glades County, made a motion to authorize Commissioner Dan Kowal, Chair of the Southwest Florida Workforce Development Consortium, to sign the Plan on behalf of the Consortium, provided that no objections or requests for a meeting are received from any of the Chief Local Elected Officials within 60 days of the Plan's distribution. Mayor Lincoln seconded the motion. The motion passed unanimously.

V. WAGNER-PEYSER STAFFING

An overview of Wagner-Peyser Employment Services was provided by Peg Elmore. Peg explained for many years, regulations have mandated state merit employees deliver Wagner-Peyser services. Recent federal action removed that requirement, and CareerSource Florida is now evaluating how local workforce boards may assume greater responsibility for these services. This represents one of the most significant workforce systems changes we have seen in many years. More information to follow, including a staff recommendation on a proposed staffing structure.

VI. INDICATORS OF PERFORMANCE

An overview of Wagner-Peyser Employment Services was provided by Peg Elmore. Peg explained for many years, regulations have mandated state merit employees deliver Wagner-Peyser services. Recent federal action removed that requirement, and CareerSource Florida is now evaluating how local workforce boards may assume greater responsibility for these services. This represents one of the most significant workforce systems changes we have seen in many years. More information to follow, including a staff recommendation on a proposed staffing structure.

VII. ONE-STOP OPERATOR QUARTERLY REPORT

An overview of the One-Stop Operator quarterly report was provided by Rebecca Sandholdt, Chief Operations Officer, CareerSource Southwest Florida. This report, the final report from our contracted provider, supports a continued shift from informal coordination toward measurable closed loop regional processes. Staff will expand their collaboration with our partners, strengthen their referral and tracking process, and improve follow-up shared requirements in employment, credentials, and measurable skill gains. “We are now our own One-Stop Operator!”-Rebecca Sandholdt

VIII. THMP MONITORING REPORT

Rebecca Sandholdt reported programmatic concerns are concentrated in the consistency and timeliness of frontline case processing. The strongest cross-program priorities are complete case notes, current individualized plans, accurate state-system entries, defensible training and service documentation, and timely participation-accountability actions. A coordinated corrective-action approach should combine targeted staff training, standardized checklists, routine supervisory file review, record correction, and follow-up testing to confirm sustained improvement.

IX.COMMITTEE AND CONSORTIUM REPORTS

Business & Economic Development Committee-John Talmage
Five Pillars & Memorandums of Understanding
Next meeting 9/24/26 at 3pm

Career Services Committee-Keitha Daniels
Strategic Plan changes to better serve individuals with barriers.
Committee revamped strategic plan goals to focus on employment outcomes.
Changed 'engagement' to 'employment'.
Will now focus on individuals with low incomes.
Decrease the barrier involvement percentages to two percent.

> Keitha Daniels made a motion to change the word 'engagement' to 'employment', to decrease the employment of persons with disabilities from five percent to two percent, to change justice-involved individuals to individuals with low incomes; Lisa O'Leary seconded; the motion was unanimously approved**.**

Executive Committee-Mike Wukitsch
Wagner-Peyser Staffing
Indicators of Performance
Sale of Immokalee Building

Youth Committee-Phil Magin
Phil's first meeting as Chair
Adding new members
Increase youth participation
Next meeting 10/27/26

Education & Industry Consortium-Rebecca Sandholdt
Consortium members partnering with business partners to create action plans that will improve & expand the services provided & needed in Southwest Florida.

X.UPCOMING METINGS

Business & Economic Development Committee… 9/24/26 at 3pm
Youth Committee… 10/27/26 at 2pm
Career Services Committee… 10/28/26 at 2pm
Executive Committee… 11/4/26 at 330pm
Board of Directors… 11/18/26 at 3pm
Education & Industry Consortium… 11/19/26 at 9am
Business & Economic Development Committee… 11/19/26 at 3pm

XI.ADJOURNMENT-The meeting was adjourned at 2:25 p.m.