



**Broward Workforce Development Board
Youth Committee Meeting
Monday, March 18, 2024
12:30 p.m. – 2:00 p.m.**

**Zoom Meeting ID: 869 9484 5988
Zoom Password: 754841
Zoom Call-In: +1 646 876 9923**

**CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

This meeting is being held in person. This meeting is also accessible via a Zoom video conference.

PROTOCOL FOR TELEPHONE/ZOOM MEETING

1. Please state your name when making or seconding a motion. Such as “I move the item, and your name – “Jane Doe.” Please also identify yourself when asking a question.
2. Put your phone/microphone on mute when not speaking. Don’t forget to take it off when you wish to speak. Telephone users must press *6 to mute or unmute yourself.
3. Votes in the affirmative should be “aye,” and in opposition should be “no” (delays in responding sometimes make it difficult to determine the intent of the vote).
4. Please be in a quiet area free of background noise, so we may hear you clearly when you are speaking. When using Zoom, please make sure the background is appropriate or choose one of their virtual backgrounds.
5. If you are calling and must leave the call, please don’t put your phone on hold. In some cases, we will get music or recorded messages, and we will not be able to conduct business.
6. If you are using your phone for audio, please identify yourself on the screen and state the last four digits of the number you are calling from.
7. Please note the chat function has been disabled.

The Committee is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board, 2) the nature of the conflict, and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

SELF-INTRODUCTIONS

APPROVAL OF MINUTES

Approval of the Minutes of the 2/6 Youth Committee Meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Meeting

Pages 6 - 9

NEW BUSINESS

1. Approval of Work Experience Contracts for Locality Bank

Consideration to approve 1) an adult WIOA non-financial work experience contract and 2) a non-financial Summer Youth Employment Program (SYEP) contract with Locality Bank. CareerSource Broward is the employer of record. Adult participants are covered by the State's workers' compensation, and summer youth are covered by CSBD workers' compensation. Because Board Member Keith Costello is a partner and Board Chair of the bank, State rules require the governing boards to approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

2. Accept Funds for the Summer Youth Employment Program (SYEP)

Consideration to accept \$50,000 from the City of Dania Beach for the SYEP. The funding will serve 11 economically disadvantaged youth, aged 16-18 years old, who reside within the legal boundaries of the City of Dania Beach. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

3. Accept Donations for the Worlds of Work (WOW) Event

Consideration to accept \$14,500 in donations from various organizations, including a number of our Board members, to support the 2024 WOW Career Exploration event. CSBD partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/14 where 1,100 9th and 10th graders from 31 high schools across the county were invited to learn about a broad spectrum of career pathways through hands-on and virtual reality immersive exhibits. The 2024 WOW Youth Career Exploration event was made possible by the generous support of our partners, employers, education institutions, and donors.

RECOMM	Approval
ACTION	None
EXHIBITS	Memo #17-23 (OPS) Exhibitors List

Pages 10 - 15

4. School Board of Broward County Youth Contracts for Out-of-School and In-School Youth

Consideration to approve entry into contracts with the School Board of Broward County (SBBC) to serve 1) 135 Out-of-School Youth (OSY) for \$525,000 and 2) 50 In-School youth (ISY) for \$200,000 in accordance with the recommendation of the Youth Review Committee. Proposals were submitted in response to an RFP released on 1/16 for OSY and ISY providers. The Review Committee met on 3/12 to evaluate the proposals. Additional proposals were received and the recommendations are addressed further in the agenda. Staff advised the Review Committee that the funding levels for youth are anticipated to be lower next year because the youth carry forward has been expended. After rating and ranking the proposals, the Review Committee requested that staff contact the proposers to address the funding for the programs. Staff spoke with the SBBC, and they are in agreement with the amounts. If approved, the contract will be funded for one year and will be renewable for 4 additional 1-year periods. Because Board member Dr. Peter Licata is employed with the Broward County Public Schools, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #18-23 (OPS)

Pages 16 - 17

5. Approval of Contract Recommendations for OSY and ISY Providers

Consideration to approve entry into contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY. Proposals were submitted in response to an RFP released on 1/16 for OSY and ISY providers. The Review Committee met on 3/12 to evaluate the proposals. Staff advised the Review Committee that the funding levels for youth are anticipated to be lower next year because the youth carry forward has been expended. After rating and ranking the proposals, the Review Committee requested that staff contact the proposers to address the funding for the programs. Staff spoke with all the proposers and they are in agreement with the amounts as recommended. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #19-23 (OPS)

Pages 18 - 20

6. Final Updates to the Youth Committee Strategic Planning Matrix for PY 23/24

Consideration to approve the final updates to the Strategic Planning Matrix.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Youth Committee Strategic Planning Matrix

Pages 21 - 27

REPORTS

1. Update on WIOA Youth Performance for Program Year 23/24

This Youth Performance report provides the Youth Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. CSBD funds four (4) Out-of-School (OSY) and two (2) In-School Youth (ISY) programs.

ACTION None
EXHIBIT Memo #15-23 (OPS)

Pages 28 - 33

MATTERS FROM THE YOUTH COMMITTEE CHAIR:

MATTERS FROM THE YOUTH COMMITTEE:

MATTERS FROM THE FLOOR:

MATTERS FROM THE PRESIDENT/CEO:

ADJOURNMENT

THE NEXT YOUTH COMMITTEE MEETING IS MONDAY; JUNE 24, 2024.



**Broward Workforce Development Board
Youth Committee Meeting**
Tuesday, February 6, 2024
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 869 0318 7415
Zoom Password: 420681
Zoom Call-In: +1 646 876 9923

MEETING MINUTES

**CareerSource Broward Board Conference Room
2890 W. Cypress Creek Road, Ft. Lauderdale, FL 33309**

The Committee was reminded of the conflict-of-interest provisions.

ATTENDEES:

Youth Committee Members: Heiko Dobrikow, Dr. Lisa Knowles, Rufus James, Traci Schweitzer, Jill Denis-Lay, and Dawn Liberta who chaired the meeting.

Staff: Carol Hylton, Kimberly Bryant, Ron Moffett, Mark Klinecicz, Yushika Florence, and LaTanya Brown.

Guests: RaShani Boynton.

APPROVAL OF MINUTES

Approval of the Minutes of the 11/6 meeting.

On a motion by Traci Schweitzer and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the minutes of the 11/6 meeting.

NEW BUSINESS

1. Accept Funds for the Summer Youth Employment Program (SYEP)

The committee considered the acceptance of \$385,000 from Broward County for the SYEP. The funding will serve up to 83 economically disadvantaged youth who have and/or had contact with the Juvenile Justice continuum residing in one of the six distressed zip codes ages 16-18. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience.

Ms. Liberta expressed her support to accept these funds as they are targeted to serve justice-involved youth.

On a motion by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved the acceptance of \$385,000 for the SYEP.

2. Youth Committee Strategic Planning Matrix Updates

Considered approval of the final updates to the Strategic Planning Matrix.

Ms. Bryant reviewed the updates to the youth committee matrix.

Regarding youth work experience and internships, Ms. Liberta asked if the employer was required to have an open position to hire the youth afterward.

Ms. Bryant responded, no, for work experience, CSBD is the employer of record, and employers are not required to hire a youth in order to participate in the program. Our staff assists the youth with finding unsubsidized employment during the work experience.

Ms. Hylton added that work experience is great because it connects youth with work and with an employer who may hire them afterward. Even if they are not offered employment, the youth still benefit from gaining real-world work experience, which they add to their resume and obtain a letter of recommendation from the employer.

On a motion by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved the Youth Committee Strategic Planning Matrix updates.

REPORTS

1. Update on Worlds of Work (WOW) Youth Career Exploration Summit

CSBD, in partnership with the School Board of Broward County, will host the 2024 WOW Youth Career Exploration Summit on 3/14, from 9:00 am to 12:30 pm at the Amerant Bank Arena. WOW is an immersive experiential learning event where over 800 youth in the 9th and 10th grades will learn about different career pathways that align with their interests. At the event, students will engage in several hands-on career experiences in nine growth industries 1) aviation 2) healthcare 3) information technology 4) manufacturing 5) construction, energy and utility 6) hospitality 7) logistics, transportation and automotive 8) marine and 9) public safety and service. CSBD Intermediary staff have engaged businesses related to the specific industries, education and community partners who have expressed interest in supporting the event. Exhibitor and Supporter forms are being sent to confirm commitments. A social media campaign will be released the week of February 5th, followed by a press release announcing the event.

Ms. Bryant provided an overview on the updates for the WOW event occurring in March. We have invited over 1,100 9th and 10th graders from 29 high schools in Broward County to attend. So far, the three technical colleges, McFatter, Sheridan, and Atlantic, have committed to being exhibitors. Ms. Bryant reviewed the attachments with the committee members and asked them to share with their networks.

Ms. Liberta shared that she plans to attend the event.

Mr. Klincewicz added that we have weekly meetings with the School Board of Broward County team and the planning is progressing well. He expressed that this event will be beneficial for the youth to assist them in choosing their careers.

2. Update on WIOA Youth Performance for Program Year 23/24

This Youth Performance report provided the Youth Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. CSBD funds four (4) Out-of-School (OSY) and two (2) In-School Youth (ISY) programs. Programs are on target for the first quarter of the year.

Ms. Bryant reviewed the youth provider's performance updates with the committee. There was no further discussion.

3. Summer Youth Employment Program (SYEP) 2024

The SYEP will serve approximately 1,130 youth this year. The SYEP youth application portal opened on 12/1/23 and will close on 2/29/24. We have already received nearly 1,900 applications. The program begins on 6/12 with a three-day employability skills training. New for this year is that CSBD is incorporating mental health awareness into the work preparation component. This will be followed by an eight-week meaningful summer work experience. Youth will start working at their assigned workplaces on 6/17, and the program runs to 8/6. To prepare for the intake process, which starts this month, SYEP has begun hiring staff and will be sending out eligibility packets to be completed by the youth. We are also in the process of recruiting employers who will provide meaningful work experience for youth this summer.

Ms. Hylton gave a status update of the work that has been accomplished in support of the SYEP program. She explained now that we know in advance that we have the additional \$1.4 million for SYEP, we are able to plan and start the process earlier for those employers such as Broward Health and Boys and Girls Club who require a level II background check.

The committee viewed a video highlighting the success of the 2023 Summer program.

4. Update on Request for Proposals (RFP) for WIOA Youth Providers

CSBD released an RFP for WIOA out-of-school (OSY) and in-school (ISY) services on 1/16. The RFP is to select youth service providers who will work with youth who meet the eligibility criteria of the WIOA youth grants. The services must encompass the WIOA 14 elements as required by the statutes. Flexibility in the ratio of expenditures and numbers of youth served is incorporated into the RFP for providers serving both OSY and ISY. Youth service providers interested in applying must submit a proposal by Friday, 2/23, at 1:00 p.m.

Ms. Bryant reviewed aspects of the WIOA Youth RFP with the committee. There was no further discussion.

5. Inaugural State of the Workforce Breakfast

On 1/24, CSBD, in partnership with the chambers of commerce in Fort Lauderdale, Hollywood, Pompano Beach, and Tamarac, hosted the inaugural State of the Workforce Breakfast and Job Fair at the Broward County Convention Center. The event featured a 1) networking breakfast where over 300 business leaders learned about the latest workforce trends and uncovered the

dynamic relationship between AI and the workforce 2) Business Marketplace showcasing local vendors that offer services designed to help the companies operate efficiently and 3) job fair where over 100 employers discovered top-notch talent by coming face-to-face with over 1,200 job seekers. Visit Lauderdale provided complimentary parking and Broward County Transit provided complimentary transportation to job seekers from economically distressed zip codes. In addition, students who are soon to graduate from the School Board's three technical colleges, Atlantic, McFatter, and Sheridan attended the event with their teachers. This was the largest event that CareerSource Broward has brought to the community in our 51-year history! By all accounts, the event was an incredible success!

Mr. Moffett provided an overview of the event. He highlighted the keynote speakers, the partnership with 1) Broward County Transit, who provided free transportation to and from the event for over 200 job seekers, and 2) Visit Lauderdale, who provided complimentary parking. Overall, it was a tremendous success.

Committee members viewed a video from a local television station that covered the event.

MATTERS FROM THE YOUTH COMMITTEE CHAIR: None

MATTERS FROM THE YOUTH COMMITTEE

Mr. Dobrikow shared information he received from attending the State of the County meeting. He stated the youth committee is the most important committee because of the impact it can have on building tomorrow's workforce. This is important locally as the data shows our labor force is declining due to the workforce leaving the county and because of so many aging out of the workforce. Mr. Dobrikow asked the members to start thinking about ways to 1) connect the Youth to businesses year-round 2) partner with the Employer Services Committee to bring employers and the youth together and 3) get the chambers more involved in the schools and in the classroom.

MATTERS FROM THE FLOOR: None

MATTERS FROM THE PRESIDENT/CEO:

Ms. Hylton expressed appreciation for the number of Board members who attended the State of the Workforce Breakfast and invited everyone to attend the WOW Event. Ms. Hylton shared that it will be a half-day event and requested that the committee share the Exhibitor Forms and encourage others to sponsor the event.

Mr. Klincewicz added that employers are enthusiastic about participating in the event.

ADJOURNMENT - 1:19 p.m.

THE NEXT YOUTH COMMITTEE MEETING WILL BE HELD ON MONDAY, MARCH 18, 2024.

Memorandum #17 – 23 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

Subject: Donations for the Worlds of Work (WOW) Career Exploration Event for Youth

Date: March 14, 2024

SUMMARY

Consideration to accept \$14,500 in donations from various organizations, including a number of our board members, to support the 2024 WOW Career Exploration event. CareerSource Broward (CSBD) partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/14, where 1,100 9th and 10th graders from 31 high schools across the county were invited to learn about a broad spectrum of career pathways through hands-on and virtual reality (VR) immersive exhibits.

BACKGROUND

The 2024 WOW Youth Career Exploration event was an initiative aimed at introducing 9th and 10th graders from 31 high schools across the county to a broad spectrum of career pathways. Through hands-on exhibits and virtual reality screens, students had the opportunity to experience what work would be like for them in nine (9) different occupational clusters. The exhibits were generously provided by our education and employer community and represented 1) aviation 2) healthcare 3) information technology 4) manufacturing 5) construction, energy and utility 6) hospitality 7) logistics, transportation and automotive 8) marine 9) public safety and service.

In addition to virtual reality, displays included airplane simulators, 3D digital models and designs, respiratory mannequins, patient simulators, robots, web development, cyber security projects, drones, a 35-foot boat, a fire engine, an ambulance, and various police vehicles.

DISCUSSION

The 2024 WOW Youth Career Exploration event was made possible through the support we received from:

- ★ Our partner the School Board of Broward County, which provided the buses and many of the chaperones as well as lunch for the students.
- ★ Our donors, local employers and supporters who committed to supporting our community's youth. CSBD gratefully recognizes the generous support of the following for their donations listed below in Table 1:

Table 1: Donations Received to Support the WOW Youth Career Exploration Event

Donor	Donated Amount
Children’s Services Council	\$5,000
Broward County Office of Economic and Small Business Development *	\$2,000
International Brotherhood of Electrical Workers– Local 728 *	\$2,000
Broward Health *	\$1,000
Stryker Robotics	\$1,000
Community Care Plan	\$1,000
PrideStaff	\$500
Starboard Yacht Group	\$500
Advanced Roofing *	\$500
City of Miramar	\$500
Baptist Health	\$500
Total Received	\$14,500

* Broward Workforce Development Board member

★ Our employers and education institutions created interactive exhibits from robots to aircraft and healthcare simulations. Whether students dream of healing patients, building bridges, or flying planes, the attached list of Exhibitors let the youth explore a variety of career options of which they may not be aware and to answer questions on education requirements needed to support certain career paths.

Feedback on the event from employers, exhibitors, partners, board members, and youth has been overwhelmingly positive. Many expressed how impressive the scale of the event was and how the hands-on experience for youth brought to life the worlds of work!

RECOMMENDATION

Accept \$14,500 received in support of the WOW Youth Career Exploration Summit.

Attachment: List of Exhibitors

2024 CAREERSOURCE BROWARD - WORLDS OF WORK		
WORLD	EXHIBITOR	EXHIBITS DETAILS
Aviation	Atlantic Technical College	Students displayed their built exhibits from the CTE Program at ATC
	Fort Lauderdale Executive Airport	Aviation representation and exhibit display
	Museum of Discovery and Science	Stem Mobiles Aviation Program Displays
	TransfrVR	Aviation VR career exploration
	Haugton Media Management	Airplane and Helicopter Simulators
Construction, Energy, and Utility	Advanced Roofing	Solar panel model to demonstrate how solar energy works with machines or objects
	Stang / The Art of Architecture	Development of 3d digital models
	Atlantic Technical College	Carpentry Students Displayed their exhibits from the CTE Program
	McFatter Technical College	Construction/Energy/Utility – Exhibits Drafting Program
	Sheridan Technical College	Construction/Energy/Utility Displays from HVAC
	Miller Electric	Electrical and Utility Exhibits
	Transfer VR	Construction and Electrical VR career exploration
	CYTT INC / Nailed It DIY Studio	Wood Displays with Custom WOW Logo and Phrase

 Broward Workforce Development Board member

2024 CAREERSOURCE BROWARD - WORLDS OF WORK		
WORLD	EXHIBITOR	EXHIBITS DETAILS
Manufacturing	Flying Classroom	Electrical Go-Carts showing the manufacturing process
	Slate Solutions	Body Armor, Vests, Helmets, and shields Students saw how the manufacturing process works
	IMI	A video showing how the manufacturing process works along with in-person Engineers to connect with students.
	Transfer VR	Manufacturing VR career exploration
	Stryker Robotics	Brought parts of their robot builders and the parts they make for medical devices
Healthcare	Atlantic Technical College	EKG and Patient Tech Students brought displays from their CTE Program
	McFatter Technical College	Representation from the Healthcare Program with exhibits
	Cleveland Clinic	Ambulance and medical equipment
	Memorial Healthcare System	Patient Simulators, Stop Bleed Nurse with exhibit
	Broward College	Representation from the CPR, Respiratory, and Nursing Program with exhibits
	Transfer VR	Healthcare VR career exploration
	Broward Health	Respiratory Mannequin, Rehab Services, and exhibits for ADLs

 Broward Workforce Development Board member

2024 CAREERSOURCE BROWARD - WORLDS OF WORK		
WORLD	EXHIBITOR	EXHIBITS DETAILS
Hospitality	Margaritaville Hollywood	Exhibits in culinary arts and service industry
	Riverside Hotel	Hospitality exhibit and interaction
	Conrad Hotel	Hospitality exhibit and interaction - Formal table place setting completion
	Transfer VR	Hospitality VR career exploration
	Atlantic, McFatter, and Sheridan Technical Colleges	Culinary exhibits and projects from students
Information Technology	Lan Infotech	Demo Copilot AI to Students - AI-powered digital assistant that aims to provide personalized assistance to users for a range of tasks and activities
	Hado	Augmented reality display and interactive activity
	First Inspired	STEM Robots with representatives
	Peter Solomon Design	3D printer models of furniture created with the device.
	From the Mouth of Babes	Live cameras, technology and video to demonstrate a career in media and technology
	Nova University - Levan Center	Humanoid Robot and Dog Robot
	Florida Robotics	Interactive Robot
	Atlantic and Sheridan Technical College	Network Support, Systems, and Web Development projects from CTE students
	McFatter Technical College	Applied Cyber Security projects from CTE students
	Broward College	Robot, Critical thinking puzzles, STEM Mobile Unit

 Broward Workforce Development Board member

2024 CAREERSOURCE BROWARD - WORLDS OF WORK		
WORLD	EXHIBITOR	EXHIBITS DETAILS
Logistics, Automotive, and Transportation	Sheridan Technical College	Automotive Service Technology projects from Students and Representatives
	Broward College	Drones, Desktop simulator, Maintenance Exhibits
	Amazon	DeepRacer coding exhibit and interaction
	Goodwill Industries	VR experience in the area of logistics
	Transfer VR	Automotive Repair VR career exploration
	Tri-Rail	Materials and Discounts on Tri-rail passes.
Marine	McFatter Marine Advisory Board	Jet skis and boat motors
	Frank and Jimmy's Propellers	3-D scan of marine object and present on large screen TV Video presentation of how propellers are manufactured
	Starboard Yacht	35 ft boat & representatives
Public Safety and Service	City of Sunrise Police Department	Officers -SWAT Bearcat - armored vehicle -Aggressive Driving Ford Mustang -Service Aide F-150 -K9 Tahoe -Harley Davidson Traffic Motorcycle -Ford Explorer Patrol Vehicle
	Broward College	An exhibit reflecting Crime Scene activity
	City of Ft. Lauderdale	HR and Developmental Services exhibits
	City of Ft. Lauderdale	IT and Public Works exhibits
	City of Sunrise Fire Rescue Department	Fire Engine & Department representatives
	Children's Services Council	Materials and social services exhibit

 Broward Workforce Development Board member

Memorandum #18-23 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

Subject: Approval of Contracts with the School Board of Broward County (SBBC) to Serve In-School and Out-of-School Youth (ISY/OSY)

Date: March 13, 2024

SUMMARY

Consideration to approve entry into contracts with the SBBC to serve 1) 135 OSY for \$525,000 and 2) 50 ISY for \$200,000 in accordance with the recommendation of the Youth Review Committee. Proposals were submitted in response to an RFP released on 1/16 for ISY and OSY providers. The Review Committee met on 3/12 to evaluate the proposals. Additional proposals were received and the recommendations are addressed further in the agenda. Staff advised the Review Committee that the funding levels for youth are anticipated to be lower next year because the youth carry forward has been expended. After rating and ranking the proposals, the Review Committee requested that staff contact the proposers to address the funding for the programs. Staff spoke with the SBBC and they are in agreement with the amounts. If approved, the contract will be funded for one year and will be renewable for 4 additional 1-year periods. Because Board member Dr. Peter Licata is employed with the Broward County Public Schools, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

BACKGROUND

On 1/16 an RFP was issued for ISY and OSY program services including the WIOA 14 required elements, such as but not limited to: case management, employability skills, GED, post-secondary training, work experience placement, employment or placement into post-secondary schools/military/apprenticeship and follow-up. Responses were due 3/1.

Notice regarding the RFP was posted on the CSBD website and published in the Sun Sentinel, Westside Gazette, and Miami Herald. CSBD also notified community partners, the Children's Services Council, and the Coordinating Council of Broward asking them to advise their providers regarding the RFP.

Funds are set aside in the CSBD budget for mandatory work experience wages, (20% of the youth allocation), tuition and support services which includes transportation, clothing vouchers, and incentives. These funds are distributed directly to the youth.

WIOA requires that local boards spend 75% of their youth funds on OSY. The State was awarded a waiver allowing for a 50% / 50% split between OSY and ISY, however we don't know if it will continue and the requirement is still to meet the OSY expenditure rate first. The committee recommendations would result in approximately 75% of the funds being spent on OSY.

DISCUSSION

A Review Committee consisting of board and committee members, Rick Shawbell, Dr. Lisa Knowles, Frank Horkey, Traci Sweitzer, and Dawn Liberta was appointed. Ms. Liberta chaired the meeting. The proposals and rating forms along with the staff comments were transmitted to the Review Committee members. The staff comments were also sent to the individual proposers prior to the Review Committee meeting.

The Review Committee met on 3/12. Each of the proposers were given time to make a short presentation to the Committee and then the Committee members had a chance to ask them questions about their proposals. The Review Committee recommended funding both of the SBBC's proposals.

Prior to the Review Committee meeting, staff requested the Senior Vice President of Finance to provide projected fund availability for next year. Based on the advice from Finance, we anticipate a reduction in available funds for next year and shared this with the Committee.

Following the Committee Meeting, staff spoke with each of the recommended providers regarding the proposed funding levels to ensure that they were in agreement.

OSY FUNDING RECOMMENDATION						
Proposer	\$ Current Contract	# of Youth	\$ Amount Requested	# of Youth	\$ Amount Recommended	# of Youth
SBBC	615,185	135	615,185	135	525,000	135

ISY FUNDING RECOMMENDATION						
Proposer	\$ Current Contract	# of Youth	\$ Amount Requested	# of Youth	\$ Amount Recommended	# of Youth
SBBC	360,000	100	360,000	100	200,000	50

Contracts funded as a result of this procurement will be funded for one year and may be renewed for four additional one-year terms, subject to performance and funding availability.

Because Board member Dr. Peter Licata is employed with the SBBC, State rules require the governing boards to approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

RECOMMENDATION

Approve the recommendation of the RFP Review Committee to fund the SBBC for 1) OSY up to \$525,000 and 2) ISY up to \$200,000. Contracts will be funded for one year and may be renewed for four additional one-year terms.

Memorandum #19-23 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

Subject: Approval of Contract Recommendations for Out-of-School Youth (OSY) and In-School Youth (ISY) Providers

Date: March 13, 2024

SUMMARY

Consideration to approve entry into contracts with 1) The Center for Independent Living (CIL) for \$60,896 to serve up to 15 OSY 2) The Fort Lauderdale Independent Training and Education (FLITE) Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth (HANDY) for \$152,000 to serve up to 30 OSY 4) Harmony Development Center (Harmony), a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida (JA) for \$160,000 to serve up to 25 ISY. Proposals were submitted in response to an RFP released on 1/16 for OSY and ISY providers. The Review Committee met on 3/12 to evaluate the proposals. Staff advised the Review Committee that the funding levels for youth are anticipated to be lower next year because the youth carry forward has been expended. After rating and ranking the proposals, the Review Committee requested that staff contact the proposers to address the funding for the programs. Staff spoke with all the proposers and they are in agreement with the amounts as recommended. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods.

BACKGROUND

On 1/16 an RFP was issued for ISY and OSY program services including the WIOA 14 required elements, such as but not limited to: case management, employability skills, GED, post-secondary training, work experience placement, employment or placement into post-secondary schools/military/apprenticeship and follow-up. Responses were due 3/1.

Notice regarding the RFP was posted on the CSBD website and published in the Sun Sentinel, Westside Gazette, and Miami Herald. CSBD also notified community partners, the Children's Services Council, and the Coordinating Council of Broward asking them to advise their providers regarding the RFP.

Funds are set aside in the CSBD budget for mandatory work experience wages, (20% of the youth allocation), tuition and support services which includes transportation, clothing vouchers, and incentives. These funds are distributed directly to the youth.

As the Committee may recall, we fund both navigator and full service proposals. The navigator proposals are targeted toward organizations already serving the WIOA population. The contract budgets are based on staffing and do not require the same level of documentation as the full service contracts making it easier for community partners to process. All the proposals below are recommended for funding in the navigator category.

Nine (9) proposals were received by the due date. Staff reviewed the proposals for responsiveness and determined that all were responsive. Two of the proposals, 1 OSY and 1 ISY were received from the School Board of Broward County (SBBC) and are addressed in a separate memo as their awards require a 2/3 vote because they have a representative on the Broward Workforce Development Board.

WIOA requires that local boards spend 75% of their youth funds on OSY. The State was awarded a waiver allowing for a 50% / 50% split between OSY and ISY, however we don't know if it will continue and the requirement is still to meet the OSY expenditure rate first. The committee recommendations would result in approximately 75% of the funds being spent on OSY.

DISCUSSION

A Review Committee consisting of board and committee members, Rick Shawbell, Dr. Lisa Knowles, Frank Horkey, Traci Sweitzer, and Dawn Liberta was appointed. Ms. Liberta chaired the meeting. The proposals and rating forms along with the staff comments were transmitted to the Review Committee members. The staff comments were also sent to the individual proposers prior to the Review Committee meeting.

The Review Committee met on 3/12. Each of the proposers were given time to make a short presentation to the Committee and then the Committee members had a chance to ask them questions about their proposals. The Review Committee recommended funding all 4 OSY proposals and 1 of the ISY proposals in this grouping. (Note SBBC is considered separately).

Prior to the Review Committee meeting, staff requested the Senior Vice President of Finance to provide projected fund availability for next year. Based on the advice from Finance we anticipate a reduction in available funds for next year and shared this with the Committee. The Committee rated, ranked and recommended the proposals listed below with directions to the staff to work with the providers on funding for the upcoming year.

Following the Committee Meeting staff spoke with each of the recommended providers regarding the proposed funding levels to assure that they were in agreement.

OSY FUNDING RECOMMENDATIONS						
Proposer	\$ Current Contract	# of Youth	\$ Amount Requested	# of Youth	\$ Amount Recommended	# of Youth
CIL	60,896	12	60,896	12 - 15	60,896	12 – 15
FLITE	236,452	36	331,400	40	240,000	36
HANDY	143,825	30	239,916	40	152,000	24 – 30
Harmony*	N/A	N/A	238,511	40	60,000*	12 – 15

*As Harmony is a new provider and has no WIOA experience, but indicated they have a pool of youth they are already serving, providing them with a navigator contract and a small caseload will make it more likely they can succeed.

ISY FUNDING RECOMMENDATIONS						
Proposer	\$ Current Contract	# of Youth	\$ Amount Requested	# of Youth	\$ Amount Recommended	# of Youth
JA	225,000	35	241,921	35	160,000	25
HANDY	N/A	N/A	239,916	40	0	---
Harmony	N/A	N/A	238,511	40	0	---

HANDY and Harmony are not recommended for ISY funding because of the ratios we need to maintain between OSY and ISY expenditures.

Contracts funded as a result of this procurement will be funded for one year and may be renewed for four additional one-year terms, subject to performance and funding availability.

RECOMMENDATION

Approve the recommendation of the RFP Review committee to fund the following OSY providers: 1) HANDY at \$152,000 2) FLITE at \$240,000 3) CIL at \$60,896 4) Harmony at \$60,000 and 5) JA the ISY provider at \$160,000. Contracts will be funded for one year and may be renewed for four additional one-year terms.



BROWARD WORKFORCE DEVELOPMENT BOARD

YOUTH COMMITTEE

Strategic Planning Matrix for PY 23/24

Heiko Dobrikow,
Board Chair

Dawn Liberta,
Youth Chair

Carol Hylton,
President/CEO



**Building For
Our Future**

The Next 50
Years ²¹

CareerSource Broward Mission:

To provide innovative solutions through the professional delivery of quality services, which consistently and effectively meet workforce needs.

CareerSource Broward Vision:

To be the premier workforce agency facilitating better jobs and providing quality workers that enhances the quality of life and builds a sustainable economy for Broward County.

Youth Committee Goal:

To promote the successful entry of youth into the workplace through the provision of training, education, and experiential activities.

STATE STRATEGIC GOAL: Lead the Nation in Economic Growth and Prosperity by Supporting Talent and Business Development.

CareerSource Broward Strategic Goal #2:

Maintain Our Role as Workforce Development Leaders Through Advocacy by the Board, Collaboration, and Providing Information and Intelligence to Stakeholders with Feedback from the Community.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
<p>2.0 - Sponsor a CSBD career exploration day to introduce younger youth in 9th or 10th grade to one-stop career services and industry/community leaders.</p>	<p>2.0.1 – Meet with the School Board of Broward County (SBBC) for approval.</p> <p>2.0.2 – Contract with an event planner to handle the coordination of this large event.</p> <p>2.0.3 – The Event Planner will develop a project plan to identify the important benchmarks and timeframes.</p> <p>2.0.4 – Hold the event.</p>	<p>A meeting was held with SBBC, and event approval was received.</p> <p>The event planner is selected.</p> <p>Project Plan completed</p> <p>CSBD Career Exploration Day is held.</p>	<p>3/14/24</p>	<p>Completed:</p> <p>Event approval was received. Meetings were held with SBBC, including Superintendent Dr. Licata, and Career, Technical, Adult & Community Education (CTACE) staff on a frequent and regular basis throughout the planning process.</p> <p>We selected Moore Communications. Moore Communications has run a similar event, and their experience made them suitable for this specific project. On 10/20, CSBD staff conducted research by visiting CareerSource Capital Region’s Worlds of Work (WOW) youth event to gain best practices.</p> <p>A project plan was developed and executed.</p> <p>CareerSource Broward in partnership with the Broward County School Board hosted the Inaugural Worlds of Work Career Expo for Local High School Students on 3/14. Students stepped into interactive "worlds" organized around major industries in Broward County, such as healthcare, aviation, technology, transportation, public safety and more. Exhibitors included Advanced Roofing, Amazon Web Services, Big Dogs Construction, Broward Health, City of Sunrise Fire Rescue Department, City of Sunrise Police Department, Cleveland Clinic, Conrad Hotel, First Inspired, Florida Robotics, Flying Classroom, From the Mouth of Babes, Fort Lauderdale Executive Airport, Hado, Haughton Media Management, IMI, Lan Infotech, Memorial Healthcare System, Museum of Discovery and Science, Nailed it DIY Studio, Mills Electric, Margaritaville Hollywood, Peter Solomon Design, Riverside Hotel, Slate Solutions, Starboard Yacht, Strang, and Tri-Rail. Over 900 youth attended. By all accounts, the event was a huge success.</p>

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Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
<p>2.1 – Connect with partners/providers serving youth ages 14-15 for input on the content and organization of a career awareness / exploration event.</p>	<p>2.1.1 – Contact the Children’s Services Council and Junior Achievement of South Florida to tell them about the event and get feedback on our plan for the Youth Career Awareness event.</p> <p>2.1.2 – Input is compiled and, where feasible, incorporated into the plan.</p>	<p>Providers / Partners are contacted, and feedback is received.</p> <p>The input is incorporated into the updates to the plan.</p>	<p>12/1/23</p>	<p>Completed:</p> <p>CSBD met with CSC to discuss the Youth Career Exploration event. We included their staff in planning meetings for the event. Their input was incorporated into the updates to the plan. CSC donated \$5,000 towards the cost of the event.</p> <p>CSBD met with Junior Achievement to tell them about the event and they were also invited to attend the WOW event.</p>
<p>2.2 – Query CSBD’s current youth providers regarding their services to younger youth to identify opportunities for additional services to provide at the Career Awareness Event.</p>	<p>2.2.1 – Contact our current providers and ask them if they would like to have a booth or other role in the event.</p>	<p>Discussions are held with all the providers, and their event participation is confirmed.</p>	<p>2/29/24</p>	<p>Completed:</p> <p>We informed the current youth providers of the event.</p> <p>We contacted our youth providers who serve students who are within the age range for the upcoming career awareness event who in turn encouraged youth to sign up for the event through their respective schools.</p> <p>Representatives from Broward College, Atlantic Technical College, McFatter Technical College, and Sheridan Technical College were present as exhibitors and answered questions from the youth on education requirements needed to support certain career paths.</p>

STATE STRATEGIC GOAL: Lead the Nation in Economic Growth and Prosperity by Supporting Talent and Business Development.

CareerSource Broward Strategic Goal #5:

To Align Broward County Community Services (Social Services and Education) to Maximize Employment and Work Opportunities for Targeted Populations (Veterans, Youth, Individuals with Disabilities, Older Workers, and Ex-offenders).

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
<p>5.0 – Meet with the SBBC to assess the feasibility of having a traveling job/life coach to visit Broward County high schools to deliver information on career pathways, workplace skills, and career exploration.</p>	<p>5.0.1 – Schedule a meeting with the SBBC to discuss this objective.</p>	<p>A meeting was conducted with SBBC, and a determination was made regarding the next steps.</p>	<p>9/21/23</p>	<p>Completed: In consultation with the SBBC, we determined the one-day career exploration event is the best way to provide information related to career pathways, workplace skills, and career exploration.</p>

STATE STRATEGIC GOAL: Lead the Nation in Economic Growth and Prosperity by Supporting Talent and Business Development.

CareerSource Broward Strategic Goal #5:

To Align Broward County Community Services (Social Services and Education) to Maximize Employment and Work Opportunities for Targeted Populations (Veterans, Youth, Individuals with Disabilities, Older Workers, and Ex-offenders.)

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
<p>5.1 - Develop strategies to connect with youth with an emphasis on connecting with justice-involved youth on how to best educate them on career pathways.</p>	<p>5.1.1 – Contact BSO, DJJ, and the prosecutors’ office to discuss how we’ll be able to connect to serve justice-involved youth.</p> <p>5.1.2 Strategies to connect with justice-involved youth are identified.</p>	<p>Meetings were held with BSO, DJJ and the prosecutor’s office.</p> <p>One or more strategies to connect with justice-involved youth are developed.</p>	<p>2/29/24</p>	<p>Completed:</p> <p>CSBD met with staff at the Department of Corrections Community Transition Department and the Broward Sheriff’s Office (BSO) to inform them of the variety of services CSBD has available.</p> <p>We provided an overview of our youth services and discussed how we could partner to provide information to youth on career pathways. We also highlighted the Non-custodial Parent Program.</p> <p>CSBD provided their staff with collateral materials to share with the youth so that they are aware of CSBD’s services and, once they are released, they can reach out to us so we can engage them in our services.</p> <p>We also met with staff from Broward County. As a result of these meetings, we have been awarded \$385,000 in funding from Broward County to fund 83 youth in our summer program. Two of the priority groups will be 1) youth who reside in a zip code with a high volume of youth offenders based on the Florida Department of Juvenile Justice’s (DJJ) County Delinquency Profile and 2) youth who have and/or had contact with the Juvenile Justice continuum.</p>

STATE STRATEGIC GOAL: Lead the Nation in Economic Growth and Prosperity by Supporting Talent and Business Development.

CareerSource Broward Strategic Goal #5:

To Align Broward County Community Services (Social Services and Education) to Maximize Employment and Work Opportunities for Targeted Populations (Veterans, Youth, Individuals with Disabilities, Older Workers, and Ex-offenders).

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
<p>5.2 – Connect youth to internships in career areas matching their interests in occupations that don't require a college degree.</p>	<p>5.2.1 – Create a job description for a Youth Employment specialist.</p> <p>5.2.2 – Post the position, screen candidates, and select a candidate.</p> <p>5.2.3 - Hire a Youth Employment Specialist to develop employer training/work sites that match the youth's goals.</p> <p>5.2.4 – Using the youth's ISS Employment goal, identify those who are not interested in traditional classroom training and develop worksites that match their career interests.</p> <p>5.2.5 – Place the youth in meaningful work experience (WEX) training that offers career exploration.</p>	<p>The job description is created.</p> <p>The position is posted, candidates are screened, interviews have taken place, and a candidate is selected and on-boarded.</p> <p>The employee is hired and trained.</p> <p>A minimum of 5 additional worksites are developed.</p> <p>Enroll a minimum of 10 youth in WEX occupations that do not require a college degree.</p>	<p>3/29/24</p>	<p>Completed:</p> <p>The Youth Employment Specialist job description was created, and the position was posted. Applicants were screened, interviews took place, and a candidate was selected but accepted another position. We are currently recruiting and assessing other candidates for the Youth Employment Specialist and we expect to make an offer this month.</p> <p>Additional worksites have been developed, and since the beginning of the program year, nearly 100 youth have been placed in WEX positions such as customer service rep, warehouse workers, clerical/administrative assistant, information technology assistant, and teacher's assistant.</p>

Memorandum #15 – 23 (OPS)

To: Youth Committee
From: Carol Hylton, President/CEO
Subject: WIOA Youth Performance for Program Year (PY) 23/24
Date: March 11, 2024

SUMMARY

This Youth Performance report provides the Youth Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. CSBD funds four (4) Out-of-School (OSY) and two (2) In-School Youth (ISY) programs. CSBD and provider staff meet regularly to discuss achievements and challenges. CSBD provides technical support as needed. The current report indicates that most of our youth providers are on target for meeting recruitment goals and are working towards meeting their contract deliverables.

BACKGROUND

CSBD funds 4 OSY contracts and 2 ISY Contracts. They are:

OSY

1. The School Board of Broward County (SBBC) – Career, Technical Adult, and Community Education (CTACE)
2. The Fort Lauderdale Independent Training and Education (FLITE) – Let’s Get To Work Program
3. Helping Advance and Nurture the Development of Youth (HANDY) – The LIFE Program
4. Center for Independent Living (CIL) – Jobs for Youth Program

ISY

5. SBBC
6. Junior Achievement of South Florida

DISCUSSION

The charts below provide an overview of each OSY provider's performance for July 1, 2023, to March 11, 2024.

The School Board of Broward County – GED Program			
The program provides youth with assistance in obtaining their GED. Individual career pathway plans are developed with each youth. Youth receive employability skills training and a subsidized internship when appropriate for the youth.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 135 youth into the OSY GED program.	3/31/24	122 youth are enrolled. 29 of the youth were carried forward from PY 22/23.	
90% of youth enrolled in GED must achieve a Measurable Skills Gain (MSG).	6/30/24	91 youth have received a measurable skills gain.	
Of the 94 youth that must exit prior to June 30 each year 80 youth, which is 85%, must complete their GED and obtain a High School credential by 6/30/24.	6/30/24	43 youth have obtained their GED.	
Of the 94 youth that must exit prior to June 30, 80 youth must enter the military, post-secondary education or unsubsidized employment upon exit.	6/30/24	24 Youth have exited. 22 have been placed.	

HANDY – THE LIFE PROGRAM

This program serves youth with barriers to employment and education through case management; referral to WIOA-funded services, career pathway planning, job placement and follow-up services.

Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 30 OSY into the program.	3/31/24	18 youth are enrolled. 12 of the youth were carried forward from PY 22/23.	As a result of some staff turnover, HANDY delayed recruitment to ensure services to enrolled youth would not suffer.
100% of youth enrolled into training must achieve a measurable skills gain (MSG).	6/30/24	N/A	Training is an option for youth at this time youth are opting for employability skills, work experience and placement.
100% of youth enrolled in a GED or post-secondary training must attain their GED or post-secondary credential in the program year in which they exit.	6/30/24	N/A	
Of the 15 youth that must exit prior to 6/30/24, 13 youth must enter the military, post-secondary education or unsubsidized employment upon exit.	6/30/24	No youth have exited.	

THE FLITE CENTER

The Let's Get to Work program serves foster care youth transitioning to independent living with on-site GED preparation, employability skills training, and WEX.

Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 36 youth into the program.	3/31/24	33 youth are enrolled. 7 of the youth were carried forward from PY 22/23.	
100% of youth enrolled in training must achieve a measurable skills gain.	6/30/24	N/A	Training is an option for youth at this time youth are opting for employability skills, work experience and placement.
100% of youth enrolled in training must obtain their GED or post-secondary credential in the year that they exit.	6/30/24	N/A	
Of the 18 youth that must exit prior to 6/30/24; 15 youth or 85% must enter the military, post-secondary education or unsubsidized employment at exit.	6/30/24	18 Youth have exited. 15 have been placed.	

CENTER FOR INDEPENDENT LIVING BROWARD

CIL's Jobs for Youth program helps youth with disabilities achieve their career and occupational goals through help with peer counseling, WEX and employability skills training.

Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 youth into the program.	3/31/24	15 youth are enrolled. 6 of the youth were carried forward from PY 22-23.	
Of the 6 youth that must exit prior to 6/30/24; 5 youth or 85% of the 6 youth shall enter the military, post-secondary education, or be in unsubsidized employment upon exit.	6/30/24	No youth have exited yet.	CILB will begin exiting youth in the early portion of the last quarter upon completion of employability skills training.

ISY recruitment for the SBBC and Junior Achievement began during the month of January. The charts below provide an overview of each ISY provider's performance for January 1, 2024, to March 11, 2024.

The School Board of Broward County – ISY Program			
The program provides youth with assistance in obtaining their GED. Individual career pathway plans are developed with each youth. Youth receive employability skills training and a subsidized internship when appropriate for the youth.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 100 youth into the ISY program.	6/30/24	82 youth are enrolled.	
100% of youth enrolled in GED must achieve a Measurable Skills Gain (MSG).	6/30/24	40 youth have received a measurable skills gain.	Additional MSGs will be earned closer to the end of the program year.
Of the 100 youth that must exit prior to June 30 each year 90 youth, which is 90%, must complete their GED and obtain a High School credential by 6/30/24.	6/30/24	1 youth has obtained their GED.	Additional credentials will be earned closer to the end of the program year.
Of the 100 youth that must exit prior to June 30, 90 youth must enter the military, post-secondary education or unsubsidized employment upon exit.	6/30/24	No youth have exited.	Exits will occur closer to the end of the program year.

Junior Achievement of South Florida – ISY Program

The program provides youth with assistance in obtaining their GED. Individual career pathway plans are developed with each youth. Youth receive employability skills training and a subsidized internship when appropriate for the youth.

Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll up to 35 youth into the ISY program.	6/30/24	29 youth are enrolled.	
100% of youth enrolled in GED must achieve a Measurable Skills Gain (MSG).	6/30/24	No youth have received a measurable skills gain.	MSGs will be earned closer to the end of the program year.
90% of the youth enrolled must complete their GED and obtain a High School credential by 6/30/24.	6/30/24	No youth have earned a credential.	Credentials will be earned closer to the end of the program year.
Of the youth that must exit prior to June 30, 90% of them must enter the military, post-secondary education or unsubsidized employment upon exit.	6/30/24	No youth have exited.	Exits will occur closer to the end of the program year.

CSBD will continue to monitor progress and provide updates to the Youth Committee.

RECOMMENDATION

None – information only.