

AGENDA

Broward Workforce Development Board, Inc/
CareerSource Broward Council of Elected Officials

**Meeting
#250**

**CareerSource Broward
Ft. Lauderdale, FL 33309**

**THURSDAY
August 24, 2023
12:00 P.M.**

**Join Zoom Meeting
Details:**

Meeting ID:
870 4805 2710

Passcode:
259457

Call-in number:
+1 646 876 9923

CareerSource Broward mission is to provide innovative solutions through the professional delivery of quality services which consistently and effectively meet workforce needs.

A G E N D A

BROWARD WORKFORCE DEVELOPMENT BOARD, INC. & CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

**Partnership Meeting #250
Thursday, August 24, 2023
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 Zoom video conference.

<https://us02web.zoom.us/j/87048052710?pwd=WIRKZERNWmNveHhNZXVyRjhYY0lvUT09>

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 4 digits of the number you are calling from.
7. Please note the chat function has been disabled.

The Board and Council are 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 whether or not you are able to attend the meeting if you have a conflict with any agenda items.

PLEDGE OF ALLEGIANCE

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

MISSION MOMENT

APPROVAL OF MINUTES

Approval of the minutes of the 6/22 BWDB meeting #249.

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|----------------|-----------------------------|
| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBIT | Minutes of the BWDB Meeting |

Pages 14 - 28

CONSENT AGENDA

Consent Agenda items are items that may not need individual discussion and may be voted on as one item. Any member wishing to discuss an item may move to have it considered individually.

ACCEPTANCE OF CONSENT AGENDA

| | |
|---------------|---------------------|
| RECOMM | Approval |
| ACTION | Motion for Approval |

1. Monthly Performance Report

The current performance for the month of June is provided. The data reflects that within the Big 7 Regions, CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), 1st in Veterans EER, 1st in Welfare Transition EER, All Family participation rate and Two-parent participation rate and ranks 2nd in Wagner Peyser EER.

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|----------------|-----------------------------|
| ACTION | None |
| EXHIBIT | Performance Report for June |

Pages 29 - 40

2. Letters of Support

Letters of support were written for 1) OIC of South Florida's application to the US DOL for the Critical Sector Job quality grant 2) the David Posnack Jewish Community Center for their HIRE-Ability initiative 3) Junior Achievement to add their Marketing Innovation certification to the Master Credentials List 4) Florida Atlantic University's application for the Social and Economic Mobility grant 5) Nova Southeastern University application for the Medical Technology Hub Grant and Quick Response Training Grants for 6) Berkowitz Pollack Brant Advisors to support the creation of 98 jobs 7) West Marine to support the creation of 25 jobs 8) Premier Healthcare Centers to support the creation of 207 jobs and 9) total Network Consulting to support the creation of 2 jobs.

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| ACTION | None |
| EXHIBIT | None |

REGULAR AGENDA

These are items that the Council and Board will discuss individually in the order listed on the Agenda. Individuals who wish to participate in these discussions may do so merely by raising their hand during the discussion and being recognized by the Chair. The Chair will determine the order in which each individual will speak and the length of time allotted.

NEW BUSINESS

1. Broward Workforce Development Board Appointment

Consideration to recommend the appointment of Dr. Peter Licata, Superintendent of Broward County Public Schools to fill the mandatory core partner Adult Basic Education and Family Literacy Act seat on the BWDB. The CSBD Council of Elected officials appoints board members by a vote of the Council following a recommendation from the Board. *(This is in alignment with the Board goal to 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.)*

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| RECOMM | Board to Recommend Approval |
| ACTION | Motion for Approval by CSBD Council of Elected Officials |
| EXHIBIT | None |

2. WIOA Work Experience Contract Approval with Broward County

Consideration to approve a WIOA Work Experience contract with Broward County for PY 23/24. WEX contracts are non-financial, as CareerSource Broward is the employer of record. Because Board members Tara Williams and Sandy Michael McDonald are employed by Broward County, they will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 8/14 Executive Committee. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

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| RECOMM | Approval |
| ACTION | 2/3 Motion for Approval |
| EXHIBIT | None |

3. WIOA Work Experience Contract Approval for Broward Health

Consideration to approve a WEX contract with Broward Health for PY 23/24. Healthcare is one of our targeted industries. WEX contracts are non-financial, as CareerSource Broward is the employer of record. Because Board member Shane Strum is employed by Broward Health, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 8/14 Executive Committee. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

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| RECOMM | Approval |
| ACTION | 2/3 Motion for Approval |
| EXHIBIT | None |

4. Selection of Fiscal Year Audit Firm Anthony Brunson, P.A.

Consideration to recommend Anthony Brunson P.A. as our Audit Firm. Their proposal provides for WatsonRice to provide the engagement partner in accordance with state rules which allows for the continuation of the same firm beyond 5 years as long as the engagement partner is rotated. We sent the Request for Quotes to 10 firms, including the firms registered to be noticed when an RFQ is issued, altogether 15 firms. We received a quote from Anthony Brunson, P.A. our current Audit Firm, and one (1) no bid from Tri Merge CPA. A Review Committee Meeting was held on 8/7. After hearing from Mr. Brunson and representatives from WatsonRice, the Committee rated and ranked the proposal. The Review Committee then voted to recommend the selection of Anthony Brunson, P.A. at a cost of \$34,000, a \$1,000 increase over last year. The contract if approved will allow for 4 one-year renewals subject to governing board approval. Approved at the 8/14 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBIT | Memo #01 – 23 (LS) |

5. Renewal of Taylor Hall Miller Parker, P.A Program Monitoring Contract for PY 23/24

Consideration to renew the contract for program monitoring with Taylor Hall Miller Parker, P.A for the PY 23-24 program year. The cost of the renewal is \$81,000 for 3 visits at \$27,000 per visit. This is the same cost as last year. CSBD is satisfied with the services. This will be the first of up to 4 one-year renewals. Approved at the 8/14 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBIT | None |

6. Renewal of Cherry Bekaert Fiscal Monitoring Contract for PY 23/24

Consideration to renew the contract for fiscal monitoring with Cherry Bekaert, LLP for the PY 23-24 program year. The cost of the renewal is \$73,500 for 3 visits at \$24,500 per visit. This is an increase of \$1,500 over last year. CSBD is satisfied with the services. This will be the first of up to 4 one-year renewals. Approved at the 8/14 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBIT | None |

7. Region 22 Targeted Occupations List (TOL) for Program Year 23/24

Consideration to approve changes to our local area's TOL for PY 23/24. As we always do, we researched the State's preliminary list and compared it to the Board-approved criteria. To get input and feedback on the State's proposed list and gather additional relevant labor market data, we sent the preliminary TOL to local education and business stakeholders, community partners, business leaders, and industry intermediaries and invited them to a publicly noticed meeting held on 7/11. We provided an overview of the PY 23/24 TOL and the governing board's criteria for updating the TOL. Based upon our review and community input, CSBD recommends 1) adding twenty-one (21) new occupations proposed by the State and 2) retaining thirty-four (34) occupations proposed by the State for removal. Approved at the 8/7 Employer Services and 8/14 Executive Committee meetings. *(This is in alignment with the Board goal to 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).*

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBITS | Memo #01 – 23 (BR) |
| | Exhibit A Region 22 PY 23/24 TOL |
| | Exhibit B List of the 34 Occupations to be Retained |
| | Exhibit C List of Occupations the State Removed |

Pages 43 - 51

8. Addition of New Training Provider Universal Technical Institute

Consideration to approve Universal Technical Institute as an Eligible Training Provider and add 1) Automotive & Diesel Technology II 2) Diesel Technology II 3) Automotive Technology II and 4) Welding Technology II to the Workforce Innovation and Opportunity Act Individual Training Account List. CSBD adds schools and courses that meet federal, state, and local criteria to give customers more choices. State law prohibits consideration of cost in adding schools to the list. Approved at the 8/1 One Stop Services and 8/14 Executive Committee meetings. *(This is in alignment with the Board goal 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)).*

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBITS | Memo #02 – 23 (OPS) |
| | ITA Course Summary Spreadsheet |

Pages 52 - 54

9. Addition of New Courses for Existing Training Provider Hollywood Career Institute

Consideration to add three (3) courses from the current Eligible Training Provider Hollywood Career Institute: 1) Massage Therapy 2) Hemodialysis Tech and 3) Medical Assistant with Basic X-Ray to the WIOA Individual Training Account List. These programs provide opportunities to train for careers in the healthcare industry and are in high demand. CSBD reviewed the applications for completeness and to ensure that Board-mandated criteria have been met for the training programs and related occupational titles. Approved at the 8/1 One Stop Services Committee meeting. Approved at the 8/1 One Stop Services and 8/14 Executive Committee meetings. *(This is in alignment with the Board goal 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)).*

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBITS | Memo #03-23 (OPS) |
| | ITA Course Summary Spreadsheet |

Pages 55 - 57

10. Addition of QLM to Disaster Relief Staffing Vendor List

Consideration to add the QLM staffing company to the vendor list we use during times of disaster to fill Temporary Jobs. QLM was part of a procurement initiated by the state to provide staffing company options for the local workforce areas. We did our own procurement to be able to award contracts to local companies however at this time only EmpHire and ISG (our one-stop staffing company) are still participating. QLM has received excellent reviews from the other local boards, and we would like to add them to our vendor list to expand our outreach to individuals seeking Temporary Jobs as a result of a disaster. The contract amount is dependent upon the burden for individual positions as approved by the state and attached as a schedule to the contract as well as the number of temporary placements. We anticipate this will be over \$50,000.

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| RECOMM | Approval |
| ACTION | Motion for Approval |
| EXHIBIT | None |

REPORTS

1. CTS Engines (CTS) Incumbent Worker Training Grant Application

CTS Engines (CTS) applied for an Incumbent Worker Training (IWT) grant in the amount of \$114,939 to train 88 employees to earn job-related certifications. Pursuant to the Workforce Innovation and Opportunity Act (WIOA) requirements, CTS will contribute 50% to the cost of the training by paying employee wages while they are in training, as well as contributing to the tuition cost. CSBD funds a portion of the tuition and instructor costs. Employees will receive training in areas such as Pratt & Whitney Engine Repair and Maintenance, GE Aerospace Engine Repair and Maintenance, and Advanced Leadership Communication. In accordance with governing boards' policy, IWT grant applications of \$50,000 or more go to the Employer Services and the Executive Committees for consideration, with a report to the BWDB and CSBD Council of Elected Officials. Approved at the 8/7 Employer Services and 8/14 Executive Committee meetings.

ACTION None
EXHIBIT Memo #02 – 23 (BR)

Pages 58 - 59

2. Update on the Single Mothers Grant

The Single Mothers grant is a two-year grant focused on assisting up to 100 single mothers with a child under 4 years old. As of July 2023, we have enrolled 62 women in the program. CSBD provides job search support, career training, and resource referrals. We have also added a financial assistance component by partnering with Locality Bank to provide bi-monthly financial workshops. CSBD is also finalizing Work Experience contracts with Broward Health at its 31 locations, flexible work schedules, benefits, and career paths are an excellent opportunity for our customers.

ACTION None
EXHIBIT None

3. General Fund Balance

At the December 2022 Board meeting, we reported that the General Fund balance was \$901,711. From 11/1/22 through 6/30/23, we realized revenues of \$334,195 and incurred expenditures of \$215,625. The General Fund balance as of 06/30/23 is \$1,020,281 of this amount \$497,870 is held in reserve leaving a balance of \$522,411.

ACTION None
EXHIBIT Memo #02 – 23 (FS)

Pages 60 - 62

4. Budget vs. Actual Expenditure Report

Each year we budget to spend 100% of our grants. As the governing boards are aware WIOA funds are available for 2 years and also allow for a 20% allocation carry forward each year to avoid a cliff effect due to fluctuations in allocations as we experienced this year. The State extended the period for the expenditure of welfare transition program funds this year through August, and the funds are being invested in the summer program. The strategies we put in place last year are working.

ACTION None
EXHIBIT Memo #01 – 23 (FS)

Pages 63 - 65

5. Cherry Bekaert LLP Fiscal Monitoring - Report #2 PY 22-23 Issued 5/2023

Cherry Bekaert conducted fiscal monitoring for the period 10/1/22 through 2/28/23. Cherry Bekaert reviewed a total of 921 elements during the review period. There were no findings or observations. Based upon the total elements reviewed, this was a 0% error rate.

ACTION None
EXHIBITS Memo #01-23 (QA)
Chart of Findings

Pages 66 - 67

6. Taylor Hall Miller Parker, PA Program Monitoring - Report #2 PY 22/23-22 Issued 2/2023

THMP conducted program monitoring for the period 11/18/22 through 2/21/23. They reviewed a total of 177 files consisting of 6,029 elements. There were 4 findings and 11 observations. This equates to an error rate of (.06%), or less than 1%. All findings and observations were corrected except where cases were closed, and no further action could be taken.

ACTION None
EXHIBIT Memo #02 – 23 (QA)

Pages 68 - 76

7. State Program & Fiscal PY 21/22

The Florida Department of Economic Opportunity (DEO) issued their Financial and Program Monitoring Report on 12/1/22 for the period 4/21 through 3/22. They reviewed a total of 166 program files consisting of 6,502 elements. There were 0 fiscal findings, observations, and technical assistance items. There were 9 program findings and 6 non-compliance issues. The program findings equate to an error rate of .14% less than 1%. All findings and non-compliance issues were corrected except where cases were closed, and no further action could be taken.

ACTION None
EXHIBIT Memo #03 – 23 (QA)

Pages 77 - 89

8. WIOA Youth Performance for Program Year 22/23

CSBD funds 4 Out-of-School (OSY) and 2 In-School Youth (ISY) programs. The youth receive case management, career pathway planning, occupational skills training, and job readiness preparation. This Youth Performance report provides an update on providers' performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. As reported previously the providers implemented strategic recruitment, engagement, and placement plans and were successful. We congratulate our OSY and ISY providers on their successes during the program year.

ACTION None
EXHIBIT Memo #28-22 (OPS)

Pages 90 - 95

9. 2023 Tech Talent Fest Event

CSBD is participating in the South Florida Tech Hub “2023 Tech Talent Fest” on 8/30 at Florida Atlantic University in Boca Raton. South Florida Tech Hub is the local association representing employers and professionals across a wide range of industry verticals. The Tech Talent Fest is an industry job fair focusing on recruitment among occupations in artificial intelligence, cloud computing, cybersecurity, and more. Over 150 job seekers and industry professionals are expected to attend. CSBD’s technology industry intermediary will present our services, including how employers can unlock our funding for work-based training and scholarship opportunities for individuals seeking industry certifications. We will also have a booth to exhibit our services.

ACTION None
EXHIBIT None

10. Renewal of Janitorial Services Contract

This is to report on the renewal of the janitorial services contract with AK Building Services for the main office. The agreement provides for 2 one-year renewals. This is the second and last renewal. The cost for the services for the renewal period is \$49,816/year, an increase of \$1,864 due to increases in the minimum wage. This is being reported in accordance with our board policy to report single purchases over \$10,000.

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| ACTION | None |
| EXHIBIT | None |

11. Economic and Workforce Indicators in Broward County

Currently, there are 42,424 jobs available in Broward and 33,544 unemployed individuals seeking a job. Should every jobseeker become employed, we still have a deficit in the labor force. The good news is that year over year shows that the number of individuals employed in Broward increased by 2.9 percent. The top advertised occupation in July of 2023 was Registered Nurse, with over 1,636 ads. CSBD has added a new tile to provide information regarding trade data for Port Everglades. The supporting chart for this tile shows month-over-month import and export data displayed as financial totals. Port Everglades is one of the busiest ports in the world and supports the region with receiving and shipping a vast array of goods. This data provides the value of imports and exports that flow through the port and can be used as a leading indicator of economic activity for the region.

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| ACTION | Discussion |
| EXHIBIT | CareerSource Broward Dashboard |

12. Broward County Unemployment

The unemployment rate in Broward County was 3.0 percent in July 2023. This rate was 0.1 percentage points greater than the region's year-ago rate. In July 2023, Broward County's unemployment rate was 0.8 percentage points lower than the national rate (3.8 percent). The labor force was 1,102,534 up 33,344 (+3.1 percent) over the year. There were 33,544 unemployed Broward County residents.

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| ACTION | None |
| EXHIBIT | Broward County Labor Market Information |

13. Lan Infotech Ranked in Channel Futures 2023 MSP 501 List

Board member Michael Goldstein's company Lan Infotech was recently ranked on Channel Futures 2023 Managed Service Providers (MSP) 501, the tech industry's most prestigious list of managed service providers worldwide.

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| ACTION | None |
| EXHIBIT | None |

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

MATTERS FROM THE BOARD

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

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| <p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING WILL BE HELD ON OCTOBER 26, 2023.</i></p> |
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MEETING MINUTES

BROWARD WORKFORCE DEVELOPMENT BOARD, INC. & CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

**Partnership Meeting #249
Thursday, June 22, 2023
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

The Board and Council are 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 whether or not you are able to attend the meeting if you have a conflict with any agenda items.

Attendees via Zoom/in person: Mayor Dean Trantalis, Mayor Josh Levy (Phone), Commissioner Tim Ryan, Zac Cassidy, Dr. Ben Chen, Paul Farren, Cynthia Gaber, Michael Goldstein, Frank Horky, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Felipe Pinzon, Jim Ryan, Pam Sands, Cynthia Sheppard, Shane Strum, Marjorie Walters, Lori Wheeler, Tara Williams and Heiko Dobrikow, who chaired the meeting.

Guests: Eugene Bold and Jason Kruszka, Commissioner Ryan's office.

Staff: Carol Hylton, Ron Moffett, Mark Klinecicz, Rochelle Daniels, Tony Ash, Andrew Skobinsky, and Michele Baldis.

MISSION MOMENT

Sonjia Sanctious an alumnus of the Summer Youth Employment Program provided the mission moment.

Six youth who have been assigned to CSBD's Administrative Office introduced themselves and shared what would be their dream job.

The SYEP Opening Day and The Learn Work Win job fair videos were also shown. Mr. Dobrikow complimented staff and our community partners for successfully executing a complicated and multi-faceted event.

PRESENTATION TO THE BOARD

Shawn Brown, Benefits Administrator, One-Stop Program Support, and Yvette McCullough, Revenue Program Administrator, presented the Florida Department of Economic Opportunity Annual Performance report.

APPROVAL OF MINUTES

Approval of the minutes of the 4/27 BWDB Meeting #248.

On a motion made by Frank Horkey and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the minutes of the 4/27 Meeting #248.

CONSENT AGENDA

Consent Agenda items are items that may not need individual discussion and may be voted on as one item. Any member wishing to discuss an item may move to have it considered individually.

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Frank Horkey and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 6/22/2023.

1. Monthly Performance Report

The current performance for the month of April is provided. The data reflects that within the Big 7 Regions, CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), WTP All Family and Two Parent participation rate, and ranks 2nd in Wagner Peyser EER.

2. Letters of Support

Letters of support were written for 1) the City of Fort Lauderdale's Good Jobs, Great Cities proposal to the National League of Cities to design a comprehensive Public Works Academy to prepare workers from low-income communities to support infrastructure projects 2) Longhorn Gator's Quick Response Training Grant (QRT) application to support the creation of 27 jobs 3) Pixels on Target's QRT Grant application to support the creation of 25 jobs and 4) Church World Services Southeast Region's application for federal assistance through the Home Study and Post Release Services for unaccompanied Children Program.

REGULAR AGENDA

These are items that the Council and Board will discuss individually in the order listed on the Agenda. Individuals who wish to participate in these discussions may do so merely by raising their hand during the discussion and being recognized by the Chair. The Chair will determine the order in which each individual will speak and the length of time allotted.

NEW BUSINESS

1. Memorandums of Understanding (MOU) Between CSBD and the One-Stop Partners

Considered approval of the new MOUs with our legislative One-Stop partners. Pursuant to the Workforce Innovation and Opportunity Act, the governing boards are required to enter into MOUs for the coordination of services to participants, which may be technological through the

one-stop career system. Our new MOU includes CrossWalk for cross referrals and a one-stop strategic plan. The partners must also support the infrastructure and operating costs of the one-stop proportionate to their use, as a part of the MOU. The legislative core partners requiring an MOU are 1) The School Board of Broward County 2) Broward College 3) Vocational Rehabilitation 4) Broward County 5) AARP and 6) OIC of South Florida. Because Board members Cynthia Gaber, Tara Williams, and Dr. Smiley are employed by one-stop partners, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting. Approved at the 6/6 One Stop Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board's goal to 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.)*

Mr. Dobrikow asked Ms. Daniels to present the item.

Ms. Daniels introduced the item and explained the changes that require new MOUs with the core legislative partners. There was no further discussion.

On a motion made by Mayor Dean Trantalis and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the new Memorandums of Understanding between CSBD and the legislative One-Stop Partners.

2. PY 23/24 Integrative Staffing Group Contract Renewal

Considered renewal of the Integrative Staffing Group, Inc. (ISG) contract for PY 23/24. ISG staffs our one-stop career centers. They meet all of our financial and personnel requests and work to keep benefit and insurance costs contained. Their fee remains the same as last year at \$85 per employee per pay period for a total fee of approximately \$181,220 based on our projected staffing level. This is the first of three one-year renewal terms under the current procurement. CSBD is very pleased with its performance. Approved at the 6/6 One Stop Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton introduced and reviewed the item and expressed staff's satisfactory experience with ISG over the past year. There was no further discussion.

On a motion made by Frank Horkey and seconded by Jim Ryan, the BWDB/CSBD Council of Elected Officials unanimously approved the PY 23/24 Integrative Staffing Group contract renewal.

3. One-Stop Operator Contract Renewal

Considered renewal of the contract with Workforce Guidance Associates, LLC. (WGA) and to increase the roles and responsibilities of Ms. Nadine Gregoire-Jackson, WGA's principal, from part-time to full-time to encompass additional duties. This will include supervising the community liaison, assisting with grant acquisition, and oversight of some dedicated grants in addition to the OSO duties. This will save us money by utilizing WGA already under contract with us. The contract would be increased from \$65,000 to \$110,000, subject to negotiation, to cover wages and benefits. This is the first of two renewals under the current procurement. The cost will stay the same through the next renewal. Approved at the 6/6 One Stop Services and 6/12 Executive

Committee meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

Mr. Dobrikow asked Ms. Daniels to present the item.

Ms. Daniels introduced and reviewed the item.

Mr. Horkey asked if Ms. Gregoire-Jackson is still an independent contractor. Carol Hylton stated, yes.

Mr. Dobrikow gave accolades for the work Nadine Gregoire-Jackson has been doing and expressed his support for this recommendation.

On a motion made by Francois Leconte and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved the One-Stop Operator contract renewal.

4. Able Operations Contract Renewal

Considered renewal of the contract with Able Operations. The contract is up to \$25,000, subject to negotiation. Aaron Schmerbeck, Ph.D., will keep our LMI Tiles on the CSBD website updated and will address regional LMI requests of our local governing boards. This is the first of two renewals under the current procurement. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton stated that over the past year, Dr. Schmerbeck has continued to provide valuable analysis on local labor market conditions that have assisted us, the Board, and the business community. For these reasons, Ms. Hylton stated that we'd like to continue engaging his services so we can keep the data and information on our local economy up to date throughout the year.

Mr. Dobrikow commented on the fantastic job Dr. Schmerbeck is doing.

On a motion made by Frank Horkey and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the renewal of the contract with Able Operations.

5. Transfer of WIOA Dislocated Worker Funds to WIOA Adult Funds

Considered the transfer of up to \$1,000,000 from the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker funding stream to the WIOA Adult funding stream. WIOA allows local boards 100% transferability between the two funding streams. We monitor the demand for services and the expenditure rate of the funding streams, and we request transfer authority as needed. We are seeing more Adult eligible customers than dislocated workers; therefore, this transfer is shifting funds to where they are needed. These funds will be used to provide adult customers with employment services that include 1) Occupational skills training 2) Work Experience, and 3) On-the-Job training. Approved at the 5/2 One Stop Services and 6/12

Executive Committee meetings. *(This is in alignment with the Board goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mr. Dobrikow asked Mr. Moffett to present the item.

Mr. Moffett introduced and reviewed the item. There was no further discussion.

On a motion made by Paul Farren and seconded by Michael Goldstein, the BWDB/CSBD Council of Elected Officials unanimously approved the transfer of WIOA Dislocated Worker funds to WIOA Adult funds.

6. Accept WIOA National Dislocated Worker Grant Funds

Considered approval of \$1,000,000 in WIOA National Dislocated Worker Grant funds from the Florida Department of Economic Opportunity. These disaster relief funds provide temporary jobs to assist with humanitarian aid, clean-up, and restoration activities in Broward County due to the recent flooding. Approved at the 6/6 One Stop Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mr. Moffett introduced and reviewed the item.

Commissioner Ryan asked for an explanation of the amount of the award and if there are eligibility requirements to receive the services provided by this grant. Ms. Hylton explained the amount we received was based on our request for emergency disaster relief funds available from the state. Ms. Hylton further explained that homeowners cannot directly receive the funds. We are working with municipalities and humanitarian organizations to provide funds where needed for clean-up and restoration activities.

On a motion made by Francois Leconte and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously accepted \$1,000,000 in WIOA National Dislocated Worker Grant funds.

7. Program Year 23/24 Preliminary Budget

The Program Year (PY) 23/24 Preliminary Budget reflects an overall decrease of 8.6% or (\$1,801,836) in formula funds. The decrease in formula funds is due to an overall reduction in State allocation. The total amount of PY 23/24 formula and carry forward that we project to be available is \$19,264,993 as compared to \$21,066,829 actual in PY 22/23. The budget continues to emphasize investments in customer training and getting the unemployed back to work and it aligns with WIOA and achieving Board strategic initiatives and key business results. CSBD recommends acceptance and approval of the preliminary PY 23/24 budget. Approved at the 6/6 One Stop Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton provided the Budget Presentation for PY 23/24. During the presentation, Ms. Hylton explained the factors taken into consideration in constructing the budget and the strategies put in place to absorb the overall reduction in the allocations we received from the state.

On a motion made by Frank Horkey and seconded by Mayor Dean Trantalis, the BWDB/CSBD Council of Elected Officials unanimously approved the PY 23/24 Preliminary Budget.

8. Summer Youth Work Experience Contract with OutPLEX

Considered approval of a SYEP contract with OutPLEX for summer 2023. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board Vice-Chair, Jim Ryan is employed by OutPLEX, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Dobrikow introduced and reviewed the item. Vice-Chair, Jim Ryan stated his conflict, abstained from voting, and will be required to submit a conflict of interest form.

On a motion made by Mayor Dean Trantalis and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved the Summer Youth Work Experience contract with OutPLEX for summer 2023.

9. WIOA Work Experience Contract Approval for Riverside Hotel

Considered approval of a WIOA Work Experience (WEX) contract with the Las Olas Company, Inc. (LOC), the parent company of the Riverside Hotel for Program Year (PY) 23/24. One of the strategies identified from the recent Hospitality Employer Forum in April was for employers and local education providers to partner with CSBD to place WIOA students that have either graduated or are soon to graduate into paid internship programs. Students will be placed in positions such as front-of-house representatives, guest services associates, dining support, and maintenance engineers. WEX contracts are non-financial, as CareerSource Broward is the employer of record. Because Board Chair Heiko Dobrikow is employed by the LOC, a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 6/5 Employer Services and 6/12 Executive Committee Meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Chair Heiko Dobrikow passed control of the meeting to Vice Chair Jim Ryan who introduced and reviewed the item. Heiko Dobrikow stated his conflict, abstained from voting, and will be required to submit a conflict-of-interest form.

On a motion made by Frank Horkey and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved a WIOA Work Experience contract with the Las Olas Company, Inc., the parent company of the Riverside Hotel for PY 23/24.

10. Summer Youth Work Experience Contract with Riverside Hotel

Considered approval of a Summer Youth Employment Program (SYEP) contract with Las Olas Company dba Riverside Hotel for summer 2023. Riverside Hotel has requested thirteen youth. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board member Heiko Dobrikow is employed by the Riverside Hotel, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Sitting as Chair, Vice Chair Mr. Ryan introduced and reviewed the item. Heiko Dobrikow stated his conflict, abstained from voting, and will be required to submit a conflict of interest form.

On a motion made by Mayor Dean Trantalis and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Las Olas Company dba Riverside Hotel for summer 2023.

Vice Chair Jim Ryan passed control of the meeting back to Mr. Dobrikow, who chaired the rest of the meeting.

11. Summer Youth Work Experience Contract with Advanced Roofing

Considered approval of a SYEP contract with Advanced Roofing for summer 2023. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board member Kevin Kornahrens is employed by Advanced Roofing, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Dobrikow introduced and reviewed the item. Board member Kevin Kornahrens stated his conflict, abstained from voting, and will be required to submit a conflict of interest form.

On a motion made by Francois Leconte and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Advanced Roofing for summer 2023.

12. Summer Youth Work Experience Contract with Broward County

Considered approval of a SYEP contract with Broward County for summer 2023. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board members Sandy McDonald and Tara Williams are employed by Broward County, they will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at

6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Dobrikow introduced and reviewed the item. Board member Tara Williams stated her conflict, abstained from voting, and will be required to submit a conflict-of-interest form.

On a motion made by Felipe Pinzon and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Broward County for summer 2023.

13. Summer Youth Work Experience Contract with the School Board of Broward County

Considered approval of an SYEP contract with the School Board of Broward County (SBBC) for summer 2023. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board member Dr. Earlean Smiley is employed by the SBBC, she will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Dobrikow introduced and reviewed the item. There was no further discussion.

On a motion made by Felipe Pinzon and seconded by Francois Leconte, BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with the School Board of Broward County for summer 2023.

14. Summer Youth Work Experience Contract with Broward Health

Considered approval of a SYEP contract with Broward Health for summer 2023. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board member Shane Strum is employed by Broward Health, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Dobrikow introduced and reviewed the item. Board member Shane Strum stated his conflict, abstained from voting and will be required to submit a conflict-of-interest form. There was no further discussion.

On a motion made by Frank Horkey and seconded by Jim Ryan, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Broward Health for summer 2023.

15. WIOA Youth Work Experience Contract Approval for Broward Education Foundation

Considered approval of a non-financial Workforce Innovation and Opportunity Act (WIOA) Youth Work Experience contract with the Broward Education Foundation, Inc. (BEF) for Program Year 23/24. Youth assigned to the BEF obtain skills on how to maintain detailed and accurate inventories of merchandise in a warehouse setting. BEF has been a Work Experience site for the WIOA Youth program since 2017. CSBD and the BEF would like to continue this successful partnership for PY 23/24. Because Board member Mr. Horkey is a member of the BEF Board of Directors, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 6/12 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Dobrikow introduced and reviewed the item. Board member Frank Horkey stated his conflict, abstained from voting, and will be required to submit a conflict-of-interest form. There was no further discussion.

On a motion made by Paul Farren and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial WIOA Youth Work Experience contract with the Broward Education Foundation for PY 23/24.

16. The Greater Fort Lauderdale Alliance (GFLA) Economic Sourcebook Ad

Considered approval to place an advertisement in the GFLA 2024 Economic Sourcebook to increase employer awareness of our business services. The cost of the ad is \$3,823. GFLA is a partner in the Sourcebook and will realize about \$382 from the ad. Because Board member, Bob Swindell, represents GFLA, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 6/5 Employer Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board's goal to encourage employers by engaging and identifying their needs and educating and connecting them to the workforce system to produce innovative workforce solutions.)*

Mr. Dobrikow asked Mr. Leconte to introduce and present the item, which he did.

Ms. Daniels reminded the Board that while the state does not have to approve the Board's action, a Form 8B still must be filled out by each member who because of their association with the GFLA has a conflict of interest. This includes Bob Swindell, Mayor Josh Levy, Heiko Dobrikow, Keith Castello, Rufus James, Sandy McDonald, Felipe Pinzon, and Lori Wheeler.

On a motion made by Francois Leconte and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the placement of an advertisement in the GFLA 2024 Economic Sourcebook.

17. 2023 Planning Session Report

Considered approval of the BWDB annual planning session recommendations on the strategic goals and objectives for PY 23/24. The BWDB held its annual strategic planning session on 4/27. After the opening remarks Board, Council members and guests formed workgroups to

discuss goals and objectives for the upcoming year. The planning session ended with each group reporting on their recommendations. Once approved, the work groups' responses will form the basis for the board's goals and objectives for the upcoming year and will be sent to the committees to deploy. Approved at the 6/12 Executive Committee meeting. (*This is in alignment with the Board goal to 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.*)

Mr. Dobrikow thanked everyone for their engagement during the planning session and asked Ms. Hylton to review the strategies that came from the two breakout groups.

Ms. Hylton highlighted the BWDB's annual planning session recommendations on the strategic goals and objectives for PY 23/24 and stated that once approved they will be brought to the individual committees. Ms. Hylton summarized the discussion on regionalism and explained that at a recent meeting, she attended, a map was presented showing the local areas that would be grouped together for collaboration purposes. We are mapped with Miami, which is in the process of realignment which takes precedence over regionalism and will take a year.

Frank Horkey stated that Mr. Dobrikow should consider commencing communication with the Chair of the South Florida (Miami) workforce board. Heiko Dobrikow agreed and stated that he plans to start reaching out to the workforce board chairs of Miami and Palm Beach over the next few months to initiate discussion and explore what regionalism could look like and develop some strategies.

Commissioner Ryan added that organizations that already have a regional presence such as the Tri-Rail transit system and regional hospitals should also be part of the regionalism discussion.

Ms. Hylton stated that our Employer Survey, which was already sent out has questions about regionalism so that we can get feedback from the employers' perspective.

Lastly, Ms. Hylton also discussed the building project for the State-owned Oakland Park Career Center. She stated that as a next step in the process, we will ask for a cost analysis from the State that we will bring to the Audit Committee and the Elected Officials for them to consider moving forward.

On a motion made by Mayor Dean Trantalis and seconded by Commissioner Tim Ryan, the BWDB/CSBD Council of Elected Officials unanimously accepted the BWDB Annual Planning Session recommendations on the strategic goals and objectives for PY 23/24.

18. Continued Eligibility for Five (5) Existing ITA Providers

Considered the approval of continued eligibility for a two-year period for existing eligible training providers 1) APEX Training Center 2) Dentrilogy Academy 3) Dick Robinson Media Code School, LLC dba Connecticut School of Broadcasting 4) Dick Robinson Media Code School, LLC dba Palm Beach Code School 5) Margate Medical Training Center and maintain their currently approved occupational training programs on our ITA list. This is in accordance with WIOA, which requires providers to be re-evaluated and approved for continuation on the ETP List after their initial year of eligibility. All five of these providers have met continued eligibility requirements that include licensure, accreditation, issuance of an industry-recognized credential, and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed the applications for completeness and to ensure that CareerSource Florida

requirements and Board mandated criteria are met for both schools. Approved at the 5/2 One Stop Services and 6/12 Executive Committee meetings. *This is in alignment with the Board goal 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).*

Mr. Dobrikow asked Mr. Moffett to introduce and present the item

Mr. Moffett reviewed the item and recommendation with the members. There was no further discussion.

On a motion made by Commissioner Tim Ryan and seconded by Frank Horky, the BWDB/CSBD Council of Elected Officials unanimously approved continued eligibility for a two-year period for existing eligible training providers 1) APEX Training Center 2) Dentrilogy Academy 3) Dick Robinson Media Code School, LLC dba Connecticut School of Broadcasting 4) Dick Robinson Media Code School, LLC dba Palm Beach Code School 5) Margate Medical Training Center and to maintain their currently approved occupational training programs on our ITA list.

19. Additional Training Programs for Existing Providers Concorde Career Institute, Dentrilogy Academy, and The Academy of South Florida

Considered approval to add five (5) occupational training programs to the Individual Training Account list 1) Concorde Career Institute's Diagnostic Medical Sonography and 2) Cardiovascular Sonography, 3) Dentrilogy Academy's Entry Level Dental Front Office Administration and 4) Entry Level Dental Function & Front Office Administration and 5) The Academy of South Florida's Project Manager Professional. Per state law, CSBD cannot take cost into consideration when reviewing the programs. While the law requires that participants have customer choice in the selection of training programs, CSBD success coaches advise participants regarding all alternatives as a component of customer choice. Approved at the 5/2 One Stop Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board goal 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).*

Mr. Moffett introduced and reviewed the item. There was no further discussion.

On a motion made by Jim Ryan and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the addition of five (5) occupational training programs to the Individual Training Account list 1) Concorde Career Institute's Diagnostic Medical Sonography and 2) Cardiovascular Sonography, 3) Dentrilogy Academy's Entry Level Dental Front Office Administration and 4) Entry Level Dental Function & Front Office Administration and 5) The Academy of South Florida's Project Manager Professional.

20. CareerSource Broward Marketing and Communication Plan for PY 23/24

Considered approval of CSBD's marketing and communication plan for PY 23/24. Each year, CSBD implements targeted and strategic outreach to job seekers, employers, and community stakeholders, through the press, digital, print, and social media in an effort to increase awareness of CSBD services. This year's strategies include collaborating with BWDB members

as brand ambassadors, marketing CSBD's value proposition to employers, enhanced community outreach, targeted marketing to distressed communities and in-school youth, and collaboration with core partners such as industry associations, chambers of commerce, local municipalities, and additional stakeholder groups. Approved at the 6/5 Employer Services and 6/12 Executive Committee meetings. (*This is in alignment with the Board goal to 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.*)

Mr. Dobrikow asked Mr. Leconte to introduce and present the item.

Mr. Leconte explained that the plan provides a clear value proposition for employers to partner with CareerSource Broward across all recruiting, training, and hiring activities. Mr. Leconte stated the plan showcases the CSBD Broward County Economic and Workforce Dashboard as a resource for business. Lastly, Mr. Leconte pointed out that the plan incorporates digital storytelling to tell the CareerSource Broward story and engage the audience and that the plan includes targeted messages to in-school (younger) youth in grades 9-10

Mr. Dobrikow commented that the plan was well done, especially the storytelling aspect.

On a motion made by Francois Leconte and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved CareerSource Broward's marketing and communications plan for PY 23/24.

21. One-Stop Centers' Hours of Operation and Holiday Schedule

Considered the approval of the one-stop centers' hours of operation and holiday schedule. There are no changes to our hours of operation or our holidays for the upcoming year. The Florida Department of Economic Opportunity requires the governing boards' annual approval of the one-stop center hours of operation and holiday schedule at the start of each program year. The One Stop Centers' hours of operation are M-F, 8:00 a.m. – 5 p.m. Our holidays are aligned with those of Broward County.

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton introduced and reviewed the item. There was no further discussion.

On a motion made by Frank Horkey and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved the One-Stop Center Hours of Operation and Holiday Schedule.

REPORTS

1. Funds From the Community Foundation of Broward to Assist Employees

Immediately following the flooding in Broward, we were informed by the Community Foundation that they were awarded funds to assist employees who serve the public and who were impacted by the flooding. We had requests for assistance from 22 staff, so we submitted our application to the Community Foundation. We received \$22,000 in funds and will be awarding up to \$1,000 per staff person.

Ms. Hylton shared that Jennifer O’Flannery Anderson, the president of the Community Foundation, mentioned they had funds available for staff who were affected by the flood. Within a 24-hour window, 22 staff members submitted applications to receive funds for up to \$1,000 each.

Mr. Horkey thanked Ms. Hylton for her efforts to acquire not only this but other additional funding as well.

2. Update on our Intermediary Initiatives

This is an update on CSBD’s Industry Intermediary initiatives. In order to increase outreach, access, and visibility to Broward County businesses within targeted industries, CSBD employs staff to work in specific in-demand sectors. This has allowed us to become subject matter experts in supporting the workforce needs of a targeted industry, gain wider penetration within the industry, and use our resources to provide customized solutions.

Tony Ash, Vice President of Employer Services, drew attention to several areas in the report pointing out the strategic approaches we developed targeted to specific industries deemed emerging sectors by the Greater Fort Lauderdale Alliance and Broward County Government.

Mr. Dobrikow remarked that the forums hosted by CSBD are highly productive in engaging employers in our programs. He suggested that the forums be held at different locations throughout the county to attract even more interest from employers.

3. Purchase of Workers’ Compensation Insurance

Our current procurement for a workers’ compensation policy ended. The policy covers CSBD employees and the youth in our summer employment program. Our agent shopped the market, and the following insurance providers: Employers Group, FHM/LUBA Insurance, AmTrust, and Zenith, all declined to quote. We are being offered a quote from our current provider Bridgefield Employers Insurance Company (BEIC) at a cost of \$46,375.91 for 5/1/23 – 4/30/24 with the option to renew for three (3) one-year periods. This is a \$26,617.27 decrease from our previous policy with BEIC. This is being reported in accordance with our board policy to report single purchases over \$10,000.

4. Directors & Officers (D&O) Insurance with Employment Practices Liability

The Board has authorized the President/CEO to make the purchase of D&O Insurance with a report to the governing boards each year. The current policy for D&O and Employment Practices Liability Insurance is expiring. Our current carrier, Philadelphia Insurance, provided a quote. The policy cost is \$12,727, which is \$302 more than last year’s premium of \$12,425. This is being reported in accordance with our board policy to report single purchases over \$10,000.

5. Broward County Unemployment

The unemployment rate in the CareerSource Broward region (Broward County) was 2.6 percent in May 2023. This rate was 0.1 a percentage point lower than the region’s year-ago rate of 2.7 percent. The region’s May 2023 unemployment rate was 0.1 percent a percentage point lower

than the state rate of 2.7 percent. The labor force was 1,086,370, up 20,375 (+1.9 percent) over the year. There were 28,619 unemployed residents in the region.

6. CSBD Broward County Economic & Workforce Dashboard

The current Dashboard for the month of May is provided for review. The user-friendly dashboard on our website allows users to drill down on economic and workforce data to view trends and extrapolate information.

Mr. Dobrikow reiterated how important the dashboard is to provide economic information to employers. He highlighted the heat map of zip codes with the highest percentage of active job seekers, which can be used to determine the best locations for marketing and job fairs. He also pointed out the labor deficit page showing that we don't have enough job seekers to fill the open jobs. The dashboard can tell employers the story of our current job market.

7. The Marine Industries Association of South Florida's Prestigious 2023 Golden Anchor Award

Bob Swindell was recently honored by the Marine Industries Association of South Florida for his lifetime of work and achievement in support of the industry.

8. Riverwalk Trust "Tribute" and The 2023 Banking Tech Awards

Bob Swindell and Keith Costello were honored by Riverwalk Fort Lauderdale at its recent Tribute event for their leadership in the Greater Fort Lauderdale community and FinTech Futures recently honored Keith Costello and Locality Bank at the 2023 Banking Tech Awards as the winner in the prestigious Best Community Bank/Credit Union Modernization category.

9. Broward Education Foundation (BEF) Recognition

Mr. Horkey was honored by the BEF for his years of service on the Board and devotion to supporting the students and teachers of Broward County Public Schools. Mr. Horkey's tenure was recognized as an invaluable part of BEF's success.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

None

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

Mr. Dobrikow encouraged the board to be more engaged, particularly through LinkedIn, which is a great tool for engagement. He asked the board and the staff to be digital ambassadors and follow CSBD on a regular basis.

MATTERS FROM THE BOARD

Mr. Horkey shared that there is a training program on July 12th for philanthropy at Nova Southeast University. Those who attend receive 7 hours of CFR credit.

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton congratulated Eugene Bold, Commissioner Ryan's assistant, for receiving his Master's in Public Administration to go along with the MBA he already has earned.

Ms. Hylton also announced that our Board Chair, Heiko Dobrikow, was nominated for the General Manager of the Year award. The GM summit will be on June 28th in Las Vegas.

Ms. Hylton reminded the Board that they need to fill out the Form 1 Statement of Financial Interest by July 1. She explained that the forms can be filed online or mailed in. The forms were made available. She informed the Board that there is a fine imposed for late filing after September 1st and that we placed copies of the forms on the table right outside the boardroom.

Ms. Hylton informed the Board that the State will require the local areas to have an Education and Industry Consortium, which will be made up of representatives of educational entities and businesses in the area. Ms. Hylton has volunteered to be on the work policy group, and there will be more information to come.

Ms. Hylton introduced Kaminnie Kangal as the new Vice President of Finance, replacing Christine Azor. Ms. Kangal was our Controller for the last 6 years and has 20 years of experience. Cherry (our auditing company) has provided a temporary person in the Controller position for the segregation of duties so that Ms. Kangal can assume her responsibilities as the Vice President.

Lastly, Ms. Hylton announced that Kathleen Cannon, President of the United Way of Broward, is now a member of our One Stop Services Committee, and we will also be adding a member from the Juvenile Assessment Center to our Youth Committee.

ADJOURNMENT 1:52 PM

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| <p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING WILL BE HELD ON AUGUST 24, 2023.</i></p> |
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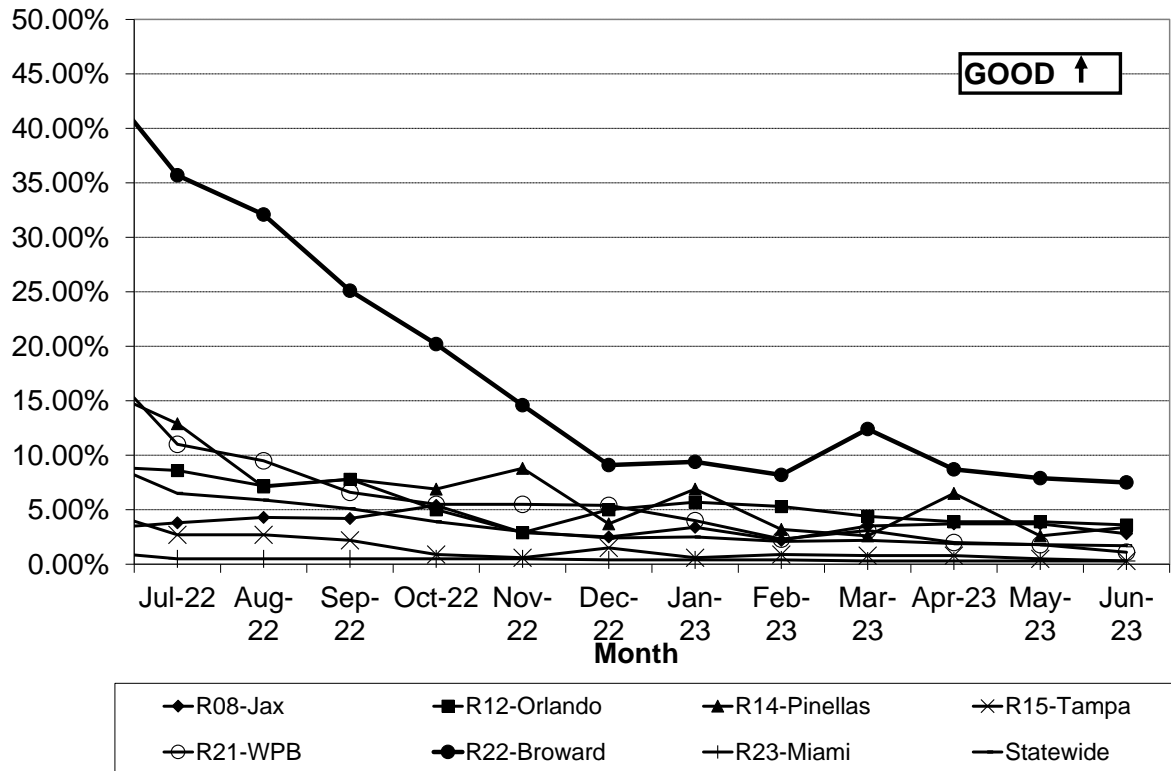
Performance Report

Performance Report July 2022 to June 2023

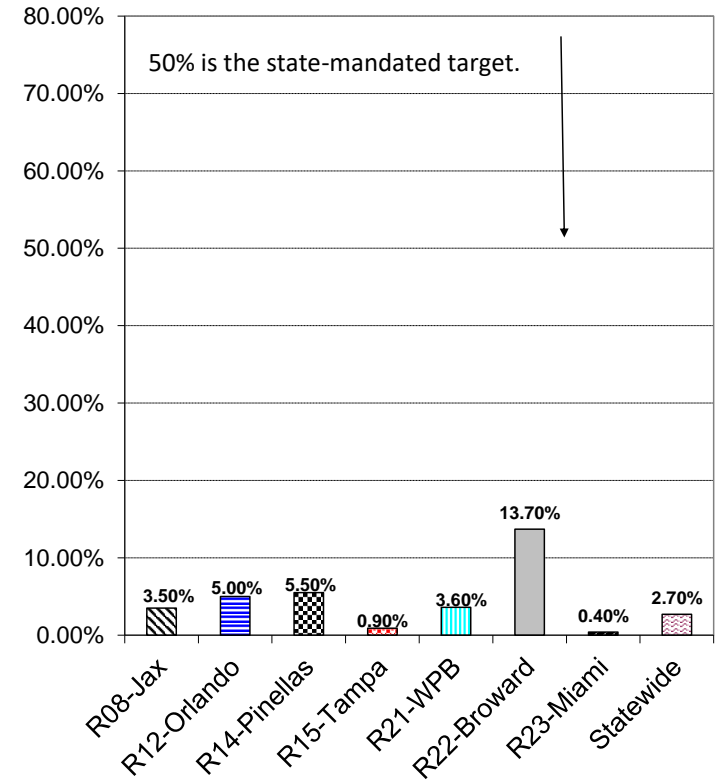
| Entered Employment Rate for the Month June 2023 across all Big Seven Regions | | | | | | | | |
|--|--------|------|--|---|----------|----|-------------------|---|
| | WTP | | Wagner-Peyser | | Veterans | | WIOA Adult/DW | |
| Region 8 - Jacksonville | 16.70% | ↓ | 31.80% | ↓ | 30.20% | ↑ | 99.80% | ↑ |
| Region 12 - Orlando | 23.50% | ↑ | 44.80% | ↑ | 30.20% | ↓ | 88.20% | ↓ |
| Region 14 - Pinellas | 22.40% | ↓ | 42.40% | ↑ | 46.90% | ↓ | 75.00% | ↑ |
| Region 15 - Tampa | 22.80% | ↑ | 32.70% | ↓ | 36.40% | ↓ | 100.00% | — |
| Region 21 - WPB | 18.80% | ↓ | 43.90% | ↑ | 57.70% | ↑ | 100.00% | ↑ |
| Region 22 - Broward | 26.80% | — | 52.10% | ↓ | 65.50% | ↑ | 100.00% | — |
| Region 23 - Miami | 21.10% | ↑ | 59.80% | ↑ | 30.80% | ↓ | 100.00% | — |
| Statewide | 22.40% | ↑ | 41.80% | ↑ | 44.80% | ↑ | 94.20% | ↑ |
| Note: Arrows indicate direction of change since previous month's figures. Flat line indicates no change. | | | | | | | | |
| Legend / Abbreviation Key | | WTP | Welfare-Transition Program | | | DW | Dislocated Worker | |
| | | WIOA | Workforce Innovation and Opportunity Act | | | | | |

Welfare Transition Program (WTP) All-Family Participation Data for the Big 7 Regions

Month-to-Month Participation Rate from July 2022 to June 2023

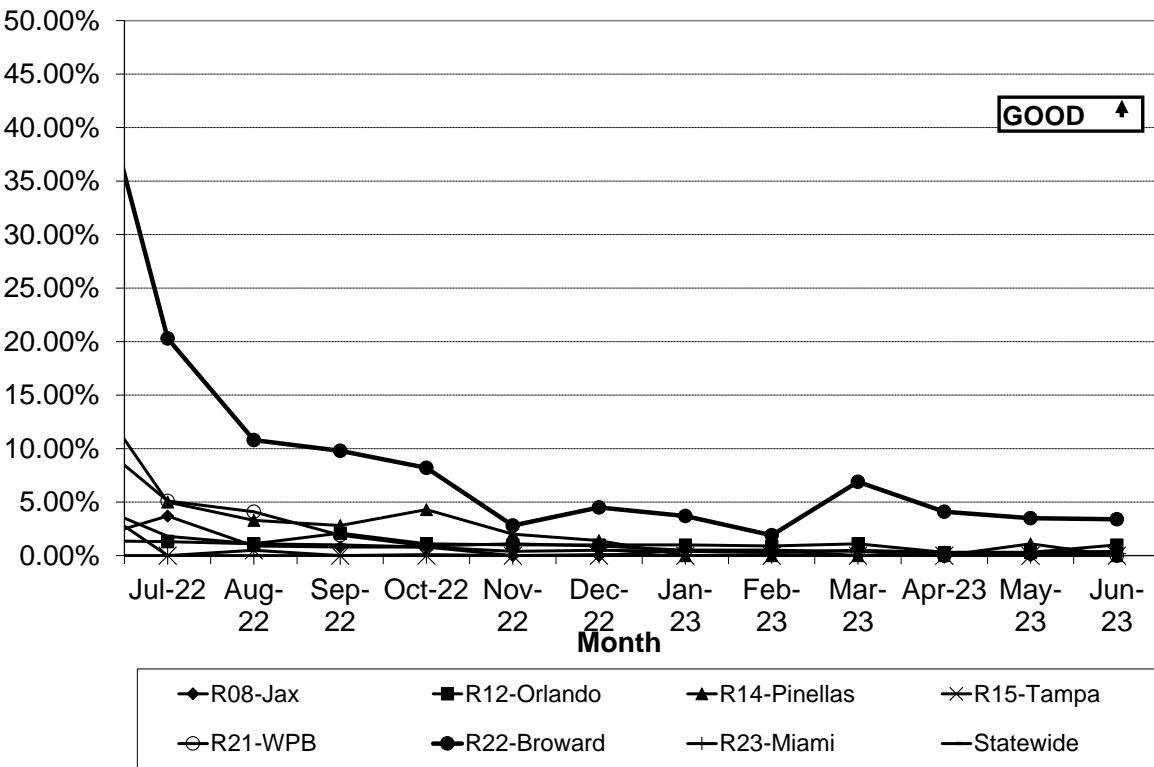


**Program Year-to-Date (YTD)
Participation Rate as of June 2023**

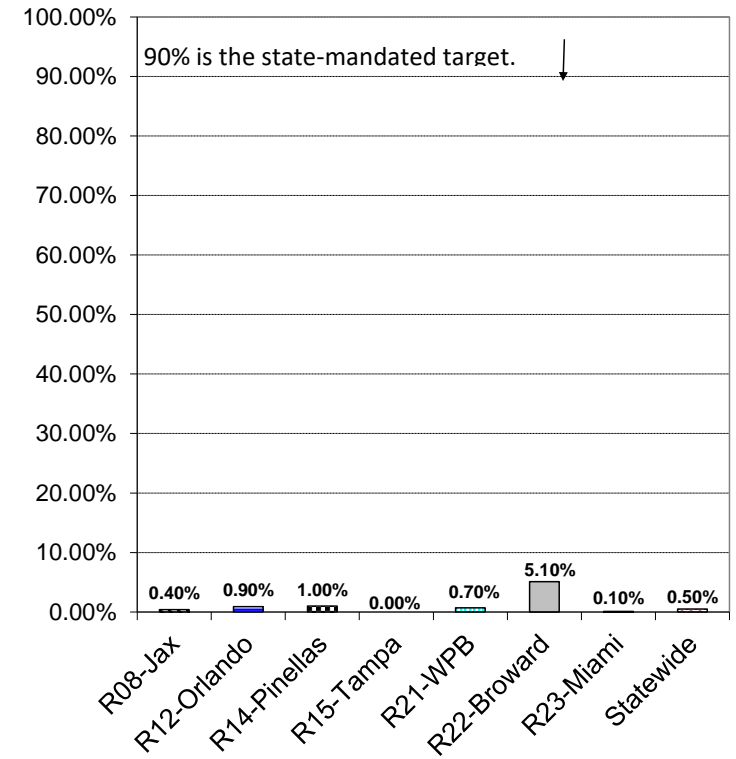


Welfare Transition Program (WTP) Two-Parent Family Participation Data for the Big 7 Regions

Month-to-Month Participation Rate from July 2022 to June 2023

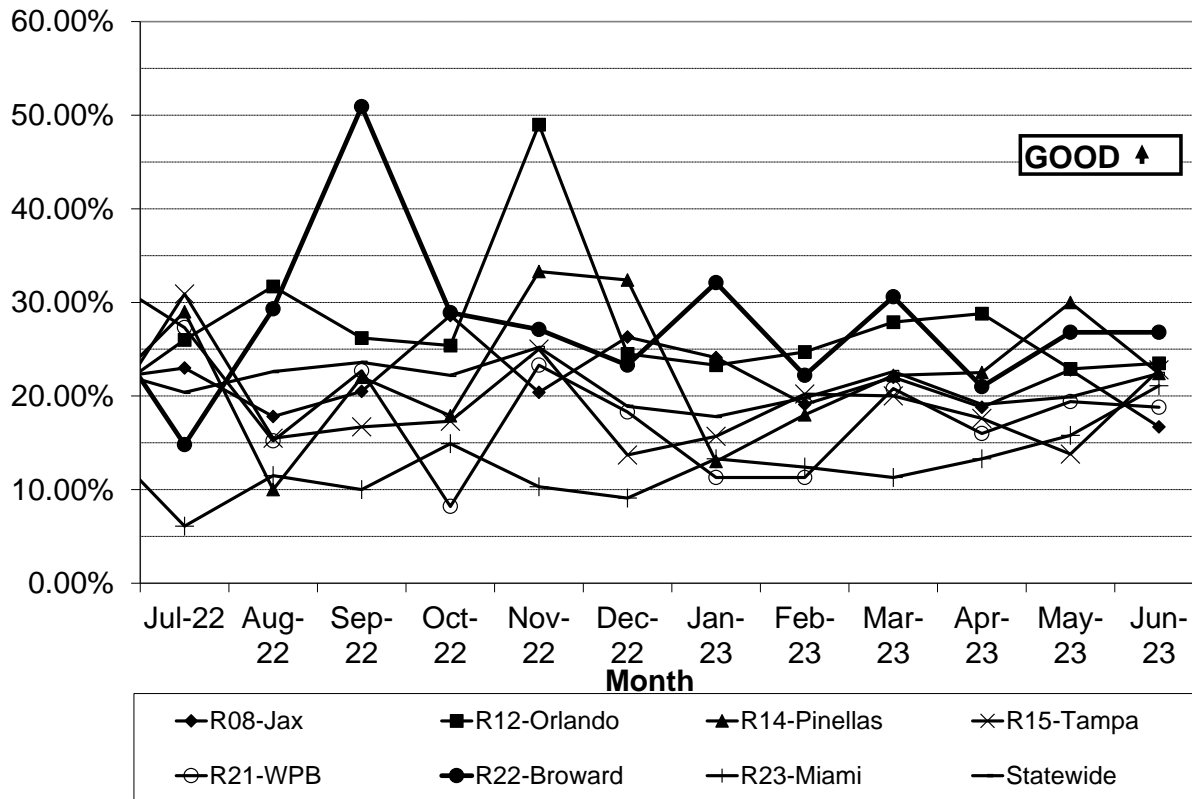


Program Year-to-Date (YTD) Participation Rate as of June 2023

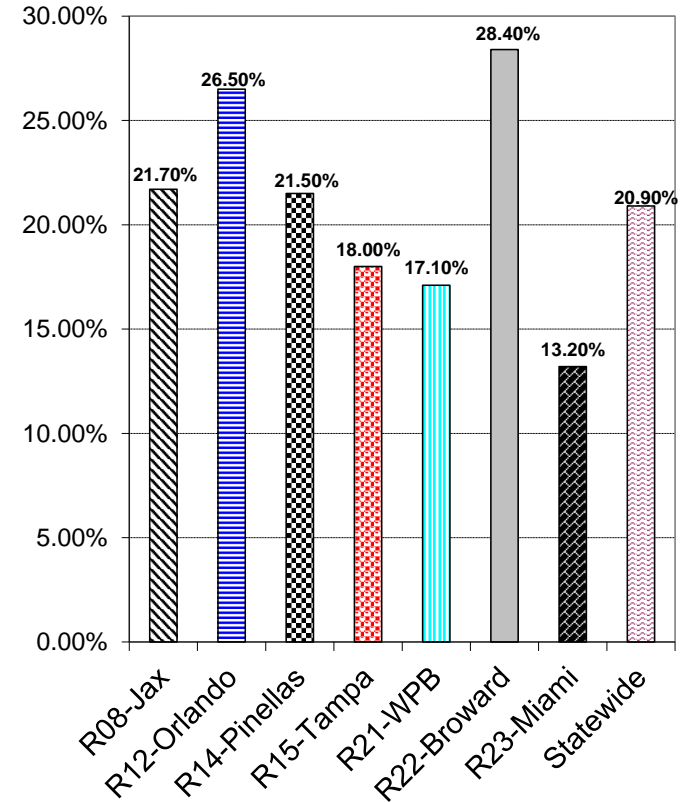


Welfare Transition Program (WTP) Entered Employment (EE) Data for the Big 7 Regions

Month-to-Month Entered Employment Rate from July 2022 to June 2023



Program Year-to-Date (YTD) EE Rate as of June 2023

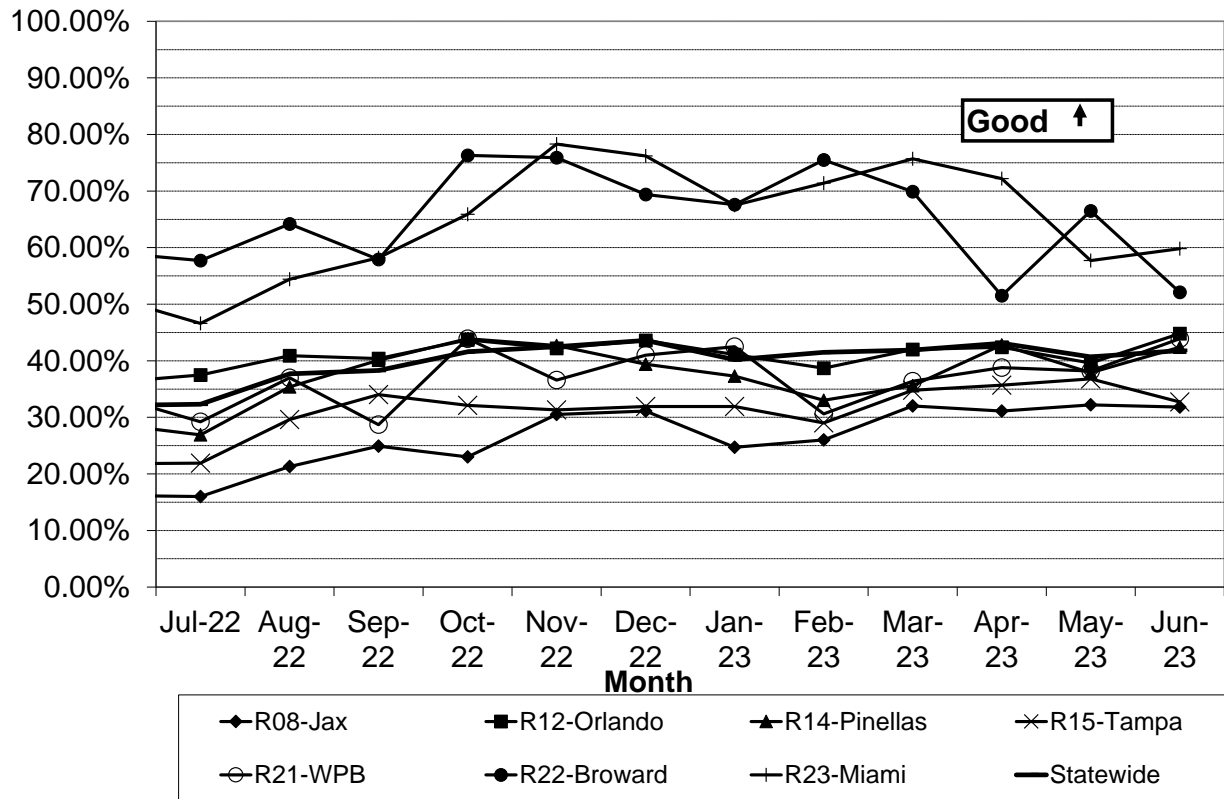


Analysis of Welfare Transition Program (WTP) Performance

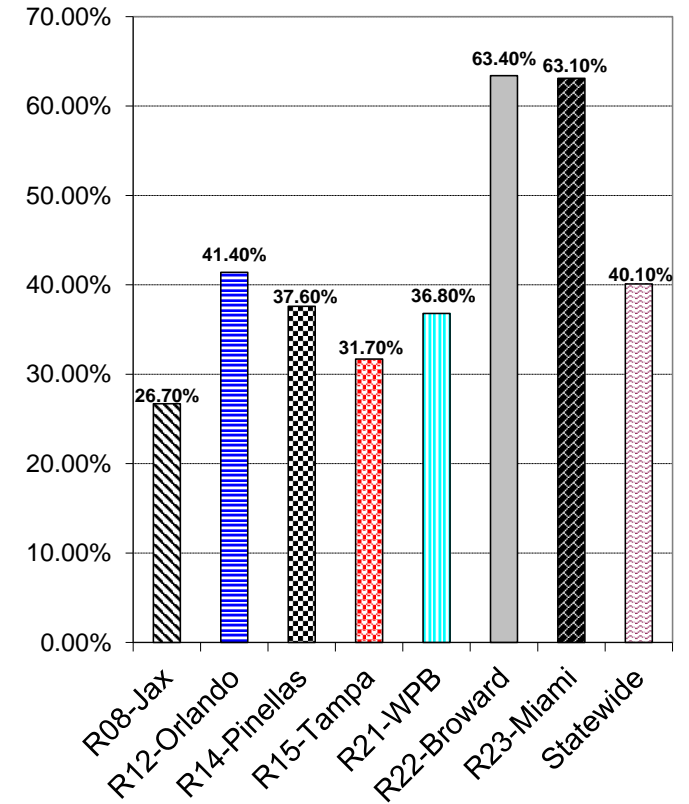
| WTP Program Performance At-A-Glance | Measure | Goal | Month (June) | PYTD |
|--|---|-------------|---------------------|-------------|
| | All Family Participation | 50% | 7.5% | 13.7% |
| | Two-Parent Family Participation | 90% | 3.4% | 5.1% |
| | Entered Employment Rate (EER) | 39% | 26.8% | 28.4% |
| Current Situation and Performance Summary | <p>In relation to the Big 7 Regions:</p> <p>All Family Participation Rate CSBD ranks 1st in performance for the month and ranks 1st for Program Year 22/23</p> <p>Two-Parent Participation Rate CSBD ranks 1st in performance for the month and ranks 1st for Program Year 22/23</p> <p>Entered Employment Rate CSBD ranks 1st in performance for the month and ranks 1st for Program Year 22/23.</p> | | | |
| Strategies and Action Steps | <p>As can be seen in the previous charts the entire state is impacted by the number of refugees that are not able to work at this time.</p> <p>To increase performance, we are taking the following steps:</p> <ul style="list-style-type: none"> As a result of CSBD elevating our concern regarding the refugee population's impact on participation rates, a statewide task force has been formed with staff from CareerSource Florida, FloridaCommerce, the Department of Children and Families, and workforce boards across the state, including CSBD. Their charge is to develop and recommend solutions to increase participation rates. Initial analysis has been focused on 1) DCF's proper coding and 2) alternative community services that can be offered to assist refugees as they await work permits. An analysis of the WT population shows that a significant number of customers are interested in jobs in customer service, retail, and security. The CSBD Business Services team engaged employers for recruitment events in the one-stop centers with employers such as Walmart, Terminal Security Solutions, Conrad Hotels, and Momentum Solar. The WTP Job Club facilitators worked with the customers to ensure they had outstanding resumes to take with them to the recruitment events. | | | |

Wagner-Peyser (WP) Program Entered Employment (EE) Data for the Big 7 Regions

Month-to-Month Entered Employment Rate from July 2022 to June 2023



Program Year-to-Date (YTD) EE Rate as of June 2023

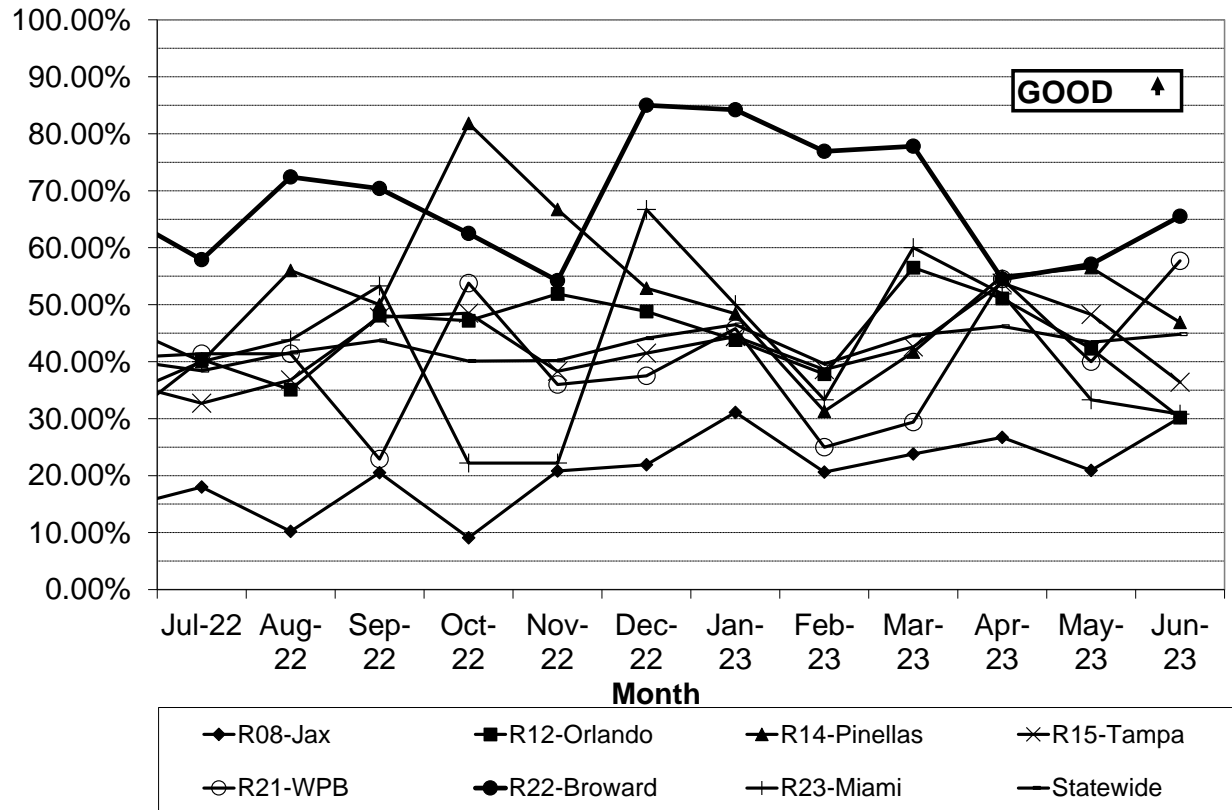


Analysis of Wagner-Peyser (WP) Performance

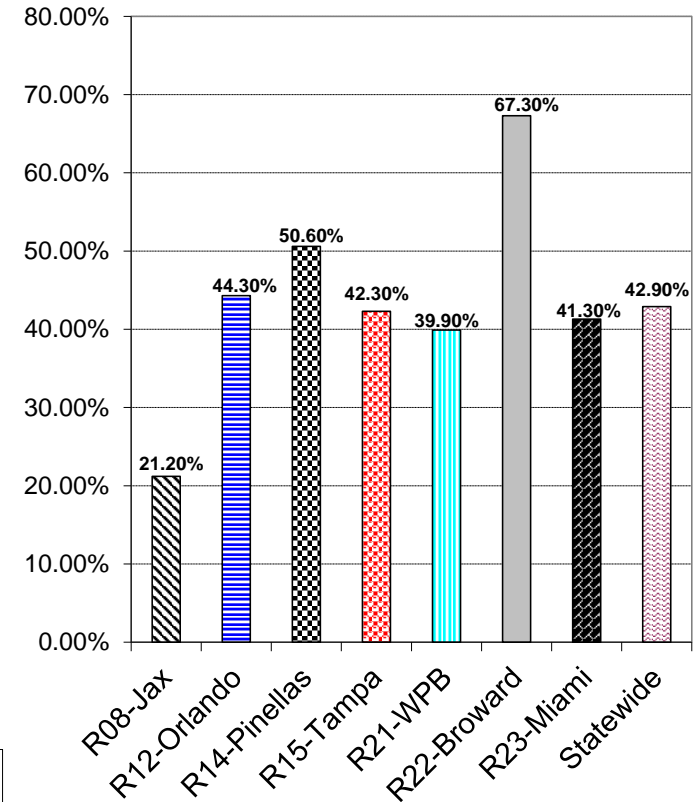
| WP Program Performance At-A-Glance | <u>Measure</u> | Performance* | |
|--|---|--------------|-------|
| | | Month (June) | PYTD |
| | Entered Employment Rate (EER) | 52.1% | 63.4% |
| | *Please note: The performance detail is based on the Monthly Management Report (MMR). Due to lagging data, our true YTD rate will adjust at the end of the program year. | | |
| Current Situation and Performance Summary | <p>In relation to the Big 7 Regions:</p> <p>CSBD ranks 2nd for the month and ranks 1st for Program Year 22/23 in Entered Employment Rate.</p> | | |
| Strategies and Action Steps | <p>To increase the number of job seekers engaged with us and improve our Entered Employment Rate, we have implemented the following strategies:</p> <ul style="list-style-type: none"> We have refreshed our outreach and Brand awareness initiative. With assistance from Goodman PR, CSBD developed eye-catching signage that we displayed on area 1) billboards 2) buses and 3) tri-rail trains. The welcoming content encourages potential customers to visit our one-stop centers and register on the Employ Florida website. Making more job seekers aware of our workshops, resources, referral, and placement services will positively impact our EER. We are preparing for the Hospitality Industry's peak season starting in the fall. We are in the early phases of planning a Hospitality centered job fair hiring event that will connect employers and job seekers looking to work in that industry for permanent or seasonal work. | | |

Veterans' Entered Employment (EE) Data for the Big 7 Regions

Month-to-Month Entered Employment Rate from July 2022 to June 2023



Program Year-to-Date (YTD) EE Rate as of June 2023

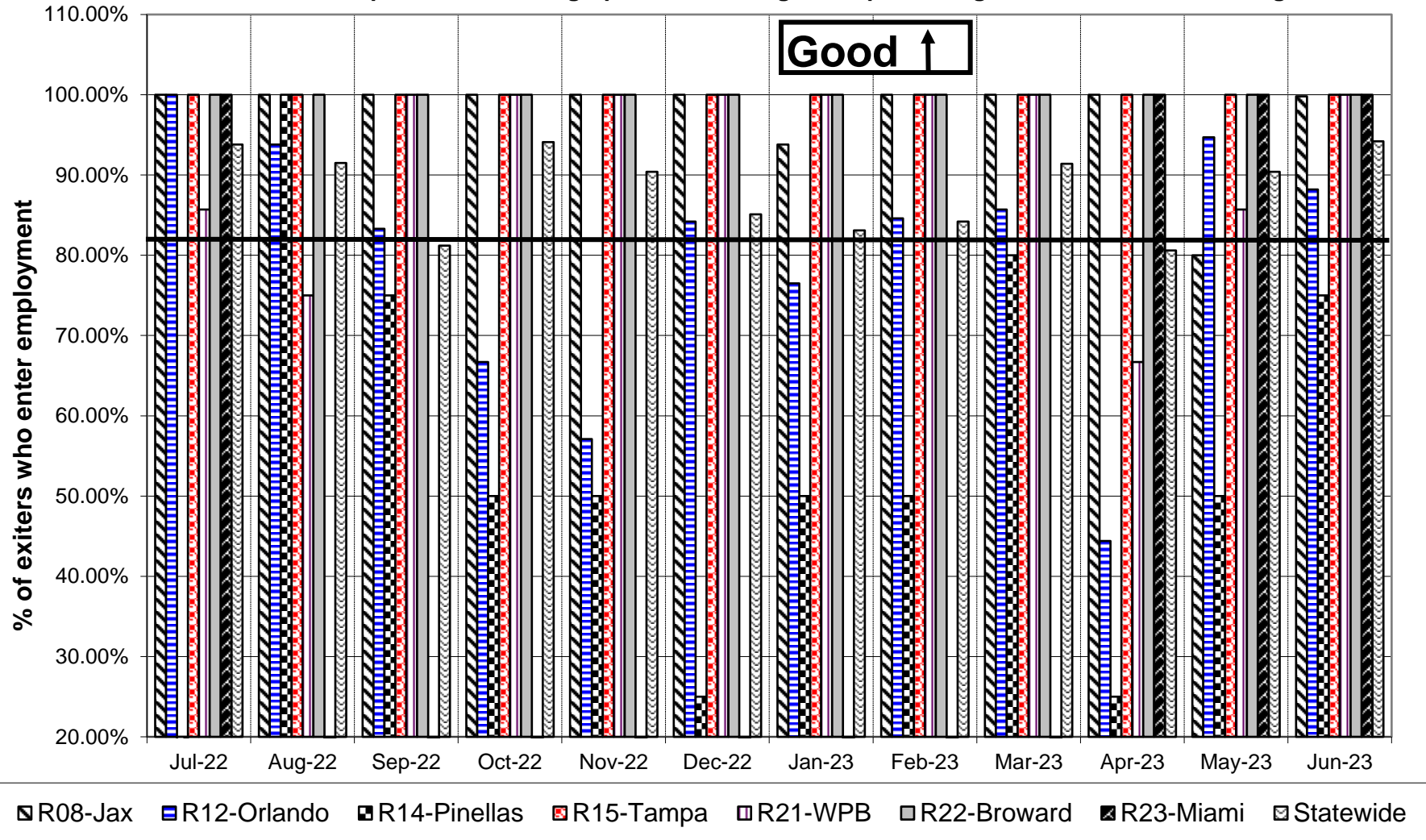


Analysis of Veterans' Performance

| Veterans Program Performance At- A-Glance | <u>Measure</u> | Performance* | |
|--|--|--------------|-------|
| | | Month (June) | PYTD |
| | Entered Employment Rate (EER) | 65.5% | 67.3% |
| <i>*Please note: The performance detail is based on the Monthly Management Report (MMR).</i> | | | |
| Current Situation and Performance Summary | <p>In relation to the Big 7 Regions:</p> <p>CSBD ranks 1st for the month and 1st for Program Year 22/23 in Veteran's Entered Employment Rate.</p> | | |
| Strategies and Action Steps | <p>To increase our EER the following strategies were implemented:</p> <ul style="list-style-type: none"> CareerSource Broward staff have been engaging community partners who serve Veterans who are 1) disadvantaged 2) who are in need of workforce services and 3) who can benefit from individualized job placement assistance. Our team has created a direct pipeline to the Veteran community to be their workforce agency of choice by taking the lead and actively participating on the boards of Mission United's Combined Arms program, the Vet Center Advisory Board, the Broward Sheriff's Reentry Coalition, the VA, and other local agencies. Our presence on these boards ensures that veteran job seekers get the coordinated services they need in order to get and maintain employment. To build on our successful first cohort of the Get There Faster Entrepreneurial training program in conjunction with FAU, we are recruiting Veterans for the 2nd cohort. Veterans who have or are interested in starting their own businesses learn the various aspects of being a business owner and how to apply for federal contracts. | | |

Comparison of the Workforce Innovation and Opportunity Act (WIOA) Entered Employment Rate for Adult & Dislocated Workers across the 7 largest Regions in Florida from July 2022 to June 2023

.Note: Data presented as bar graph due to strong overlap of all regions in the near-100% range



Analysis of Workforce Innovation and Opportunity Act Adult and Dislocated Worker Performance

| WIOA Program Performance At- A-Glance | <u>Measure</u> | Performance | |
|--|--|--------------|-------|
| | | Month (June) | PYTD |
| | Entered Employment Rate | 100% | 89.6% |
| Current Situation and Performance Summary | <p>During PY 22/23, CSBD assisted 617 Adult and Dislocated Worker (DW) customers in obtaining employment or accessing training opportunities. This includes traditional classroom training and work-based training via internships, apprenticeships, and On-the-Job Training.</p> <p>195 students graduated; 156 customers were placed on jobs. (NOTE: Some customers remain in training as their programs are up to 2 years long.)</p> <p>CSBD ranked 1st in Adult and 2nd in Dislocated Worker in the Entered Employment Wage Rate, with an average placement wage of \$23 and \$27.51, respectively.</p> | | |
| Strategies and Action Steps | <p>To increase WIOA work-based training enrollments, we implemented the following strategies:</p> <ul style="list-style-type: none"> CSBD met with our partners at Florida Atlantic University's Career Services Department to expand upon our internship program. We reviewed the guidelines and discussed the variety of host sites we have available. We discussed the next steps and marketing of the program as well as comprehensive training for their team members. They were very excited about informing their Broward student population about paid internships and are also interested in becoming a worksite as well. CSBD is partnering with Broward County and their University Student Practicum Program (USPP). This planned internship program through Broward County's Human Services Department will provide students with meaningful learning experiences within Human Services agencies in Broward County. The USPP is designed to develop understanding for students in various majors, including Social Work, Counseling, Psychology, and more. Broward County and CSBD are collaborating to offer this Paid internship opportunity to USPP students. The internship trains the students on direct services for targeted populations, programs, organizational cultures, and management systems as they begin their careers in Social Work/Services. | | |

Memorandum #01 – 23 (LS)

To: Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Selection of Audit Firm

Date: August 15, 2023

SUMMARY

Consideration to recommend Anthony Brunson P.A. as our Audit Firm. Their proposal provides for WatsonRice to serve as the engagement partner in accordance with state rules which allows for the continuation of the same firm beyond 5 years as long as the engagement partner is rotated. We sent the Request For Quotes (RFQ) to 10 firms, including the firms registered to be noticed when an RFQ is issued, altogether 15 firms. We received a quote from Anthony Brunson, P.A. our current Audit Firm, and one (1) no bid from Tri Merge CPA. A Review Committee Meeting was held on 8/7. After hearing from Mr. Brunson and representatives from WatsonRice, the Committee rated and ranked the proposal. The Review Committee then voted to recommend the selection of Anthony Brunson, P.A. at a cost of \$34,000, a \$1,000 increase over last year. The contract if approved will allow for 4 one-year renewals subject to governing board approval. Approved at the 8/14 Audit and Executive Committee meetings.

BACKGROUND

Our current agreement with our audit firm, Anthony Brunson P.A. expires in September. As our audit costs less than \$250,000 the threshold for competitive proposals, an RFQ was issued on 5/15, with responses due 6/16. The RFQ was posted on the CSBD website and was sent to 10 firms in addition to those firms which are registered to be noticed when an RFQ is issued. Altogether at least 15 firms received a copy of the RFQ. We received one (1) quote from Anthony Brunson, P.A., our current Audit Firm, in Association with WatsonRice. In following up where possible with the firms that received the RFQ we also received one (1) no bid from Tri Merge CPA and one request to submit a quote after the deadline, which was denied.

DISCUSSION

Some of you may recall that the state previously required that we rotate audit firms every five (5) years. However, several years ago they changed the rule, and now only

require a rotation of the engagement partner assigned to the audit. It was explained that this was the reason for the proposal including WatsonRice which will serve as the engagement partner.

On 8/7, a BWDB Review Committee met. The Review Committee included:

- Mr. Zac Cassidy, BWDB Secretary/Treasurer, Chair of the Audit Committee who chaired the Review Committee
- Mr. Heiko Dobrikow, Chair BWDB
- Mr. Frank Horkey, Immediate past BWDB Chair
- Dr. Ben Chen, Co-Chair Strategic Planning Committee

Anthony Brunson PA with WatsonRice was invited to make a presentation, and the Review Committee interviewed them and asked questions. The proposal was rated and then ranked. The average of the scores was 93. The Review Committee voted to recommend the selection of Anthony Brunson, P.A. with WatsonRice serving as the engagement partner.

Mr. Brunson is familiar with CSBD having served as our auditor in the past. Ms. Carshena Allison, Partner, at WatsonRice, who will be the engagement partner has extensive experience providing auditing and monitoring services to nonprofit and government entities. Brunson and WatsonRice are very well regarded by the community, and their work is well known by several of our audit committee and board members. WatsonRice and Anthony Brunson also coordinate to perform the CareerSource South Florida Audit.

Anthony Brunson, P.A. has been our Audit Firm for the past five years, and the governing boards and staff have been satisfied with their work.

The cost of the Audit will be \$34,000, an increase of only \$1,000 over last year. The contract, if approved, would be for the current year with 4 one-year renewals subject to governing board approval.

RECOMMENDATION

Consideration to approve a contract with Anthony Brunson P.A. with WatsonRice serving as the engagement partner to perform the CSBD PY 22/23 audit at a cost of \$34,000.

Memorandum #01-23 (BR) Revised

To: Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Targeted Occupations List (TOL) for Program Year (PY) 23/24

Date: August 15, 2023

SUMMARY

Consideration to approve changes to our local area's TOL for PY 23/24. As we always do, we researched the State's preliminary list and compared it to the Board-approved criteria. To get input and feedback on the State's proposed list and gather additional relevant labor market data, we sent the preliminary TOL to local education and business stakeholders, community partners, business leaders, and industry intermediaries and invited them to a publicly noticed meeting held on 7/11. We provided an overview of the PY 23/24 TOL and the governing board's criteria for updating the TOL. Based upon our review and community input, CSBD recommends 1) adding twenty-one (21) new occupations proposed by the State and 2) retaining thirty-four (34) occupations proposed by the State for removal. Approved at the 8/7 Employer Services and 8/14 Executive Committee meetings.

BACKGROUND

In compliance with federal law, the TOL governs the provision of the Workforce Innovation and Opportunity Act-funded training programs being offered to individuals needing training assistance within the workforce system. Annually, the State evaluates each local area's TOL and sends a preliminary list of the in-demand occupations to the workforce boards. CSBD received its preliminary TOL from the State on 5/17/23, which proposed 1) removing some occupations that were on the list last program year and 2) adding new ones.

Once the TOL is approved by the Board, it becomes final and requires no further ratification by the CareerSource Florida (CSF), Inc. Board of Directors. The CSBD governing boards may approve changes and add new occupations to the TOL throughout the year.

For an occupation to be included on CSBD's TOL for PY 23/24, the occupation must meet all of the following criteria:

1. Have a minimum of twenty-five job openings in Broward County in the past ninety days,
2. Have an entry wage rate equal to or greater than the established Broward County wage rate of \$13.97,
3. Require more than a high school diploma but less than a Master's degree,

4. Require occupational training at a minimum that results in a postsecondary adult vocational training certificate, college credit certificate, applied technology diploma, Associate of Science degree, or Bachelor of Science degree.

DISCUSSION

For the PY 23/24 TOL, the State proposes to 1) **add** 21 new occupational titles and 2) **remove** 49 occupational titles that were on the list last year.¹ In addition, based on the Florida Price Level Index, the CSF Board of Directors proposed an increase in the minimum entry wage rate from \$13.61 per hour to \$13.97 per hour.

To get input and feedback on the State's proposed list and gather additional relevant labor market data, CSBD sent the preliminary TOL to local education and business stakeholders, community partners, business leaders, and industry intermediaries, and invited them to a publicly noticed meeting held on 7/11. We provided an overview of the PY 23/24 TOL and the governing board's criteria for updating the TOL. Based on feedback we received during the meeting and our own research using tools such as Jobs EQ, ONET, and Employ Florida, supporting evidence was established to **retain** 34 occupational titles that were proposed by the State for removal.² Table 2 is a list of the 34 occupations to be retained on the TOL for PY 23/24.

The State proposed **adding** 21 occupations to this year's list that were not on the TOL last year. CSBD recommends that they be added since the TOL presents local labor market information that may be useful to others for research. Prior to adding any new training provider to the Eligible Training Provider (ETP) List or occupational training course to the Individual Training Account (ITA) list, CSBD re-confirms that occupations meet all Board criteria. Table 1 is a list of the 21 occupations proposed by the State that CSBD is recommending be added.

Table 1: The Addition of 21 New Occupations Proposed by the State

| | |
|--|--|
| 1. Airline Pilots, Copilots, and Flight Engineers | 12. Glaziers |
| 2. Architectural and Civil Drafters | 13. Interpreters and Translators |
| 3. Biological Technicians | 14. Mechanical Engineers |
| 4. Bus Drivers, Transit and Intercity | 15. Mobile Heavy Equipment Mechanics, Except Engines |
| 5. Computer Network Architects | 16. Occupational Therapy Assistants |
| 6. Drywall and Ceiling Tile Installers | 17. Roofers |
| 7. Education Administrators, Postsecondary | 18. Sheet Metal Workers |
| 8. Electrical Engineers | 19. Special Education Teachers, Kindergarten and Elementary School |
| 9. Electronics Engineers, Except Computer | 20. Surveying and Mapping Technicians |
| 10. Engineers, All Other | 21. Telecommunications Line Installers and Repairers |
| 11. Farmers, Ranchers, and Other Agricultural Managers | |

¹ Of the 49 occupational titles the State was to remove we are recommending to retain 34.

² Jobs EQ is a software tool that provides local demographic, industry, occupation, and employment data.

Table 2: The Retention of 34 Occupations

| | |
|--|---|
| 1. Automotive Body and Related Repairers | 18. Legal Secretaries and Administrative Assistants |
| 2. Avionics Technicians | 19. Lodging Managers |
| 3. Business Operations Specialists, All Other | 20. Maintenance & Repair Workers, General |
| 4. Buyers and Purchasing Agents | 21. Managers, All Other |
| 5. Captains, Mates, and Pilots of Water Vessels | 22. Massage Therapists |
| 6. Career/Technical Education Teachers, Postsecondary | 23. Medical Records Specialists |
| 7. Chief Executives | 24. Paramedics |
| 8. Clinical Laboratory Technologists and Technicians | 25. Personal Service Managers, All Other |
| 9. Computer Occupations, All Other | 26. Project Management Specialists |
| 10. Database Architects | 27. Psychiatric Technicians |
| 11. Emergency Medical Technician | 28. Purchasing Agents, Except Wholesale, Retail & Farm Products |
| 12. Executive Secretaries and Executive Administrative Assistants | 29. Real Estate Sales Agents |
| 13. Financial and Investment Analysts | 30. Software Developers |
| 14. First-Line Supervisors of Food Preparation and Serving Workers | 31. Software Quality Assurance Analysts and Testers |
| 15. First-Line Supervisors of Personal Service Workers | 32. Teachers and Instructors, All Other |
| 16. Health Technologists and Technicians, All Other | 33. Veterinary Technologists and Technicians |
| 17. Interior Designers | 34. Web Developers |

Table 3 is a list of 15 occupations the State removed due to insufficient entry wage or demand.³

Table 3: The 15 Occupations removed by the State

| | |
|---|--|
| 1. Social and Human Services Assistants | 9. Title Examiners, Abstractors, and Searchers |
| 2. Tutors | 10. Medical Dosimetrists |
| 3. Opticians/Dispensing | 11. First-Line Supervisors of Entertainment & Recreation Workers, Except Gambling Services |
| 4. Administrative Services and Facilities Managers | 12. Real Estate Brokers |
| 5. Entertainment and Recreation Managers, Except Gambling | 13. Loan Interviewers and Clerks |
| 6. Financial Risk Specialists | 14. Human Resources Assistants, Except Payroll and Timekeeping |
| 7. Financial Specialists, All Others | 15. Computer, Automated Teller, and Office Machine Repairers |
| 8. Web and Digital Interface Designers | |

³ As shown in Table 2 CSBD found supporting evidence to retain 34 occupations.

Exhibit A is the PY 23/24 TOL per the State that includes the addition of 21 new occupations. Exhibit B is the list of the 34 occupations CSBD is recommending to be retained. Exhibit C is the list of the 15 occupations removed by the State.

The final TOL will be posted to our website upon Board approval.

RECOMMENDATION

Approve the PY 23/24 TOL with the following changes from the preliminary TOL provided by the State 1) add 21 new occupations and 2) retain 34 occupations proposed by the State for removal.

BR #01-23 Exhibit A

2023-24 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 22 - Broward County

Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 80 annual openings and positive growth
- 3 Mean Wage of \$17.18/hour and Entry Wage of \$13.97/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$26.92/hour and Entry Wage of \$17.18/hour

| SOC Code* | HSHW** | Occupation Title* | Regional | | | | Statewide | | | | FLDOE Training Code | In EFI Targeted Industry? | Qualifying Level*** |
|-----------|--------|---|--------------------|--------------------|------------------|-------|--------------------|--------------------|------------------|-------|---------------------------|---------------------------------|------------------------|
| | | | Annual % Growth | Annual Openings | 2021 Hourly Wage | | Annual % Growth | Annual Openings | 2021 Hourly Wage | | | | |
| | | | | | Mean | Entry | | | Mean | Entry | | | |
| 132011 | HSHW | Accountants and Auditors | 1.18 | 998 | 37.74 | 23.21 | 1.43 | 9327 | 36.69 | 21.86 | 5 | Yes | R |
| 493011 | HSHW | Aircraft Mechanics and Service Technicians | 0.37 | 121 | N/A | N/A | 1.28 | 1424 | 31.28 | 19.87 | 3 | Yes | S |
| 532011 | HSHW | Airline Pilots, Copilots, and Flight Engineers | N/A | N/A | N/A | N/A | 1.19 | 665 | 111.83 | 63.62 | 4 | Yes | S |
| 173011 | HSHW | Architectural and Civil Drafters | -0.05 | 48 | N/A | N/A | 1.36 | 831 | 26.84 | 18.87 | 3 | Yes | S |
| | | Architectural and Engineering Managers | | | | | | | | | | | |
| 119041 | HSHW | Managers | 1.20 | 42 | 68.15 | 43.57 | 1.76 | 723 | 70.33 | 46.08 | 5 | Yes | S |
| 274011 | | Audio and Video Technicians | 1.77 | 85 | N/A | N/A | 2.49 | 1013 | 24.05 | 14.84 | 4 | No | S |
| | | Automotive Service Technicians and Mechanics | | | | | | | | | | | |
| 493023 | | Biological Technicians | 0.35 | 521 | 23.06 | 13.66 | 0.33 | 5289 | 21.79 | 13.91 | 3 | No | S |
| 194021 | | Bookkeeping, Accounting, and Auditing Clerks | 0.87 | 20 | N/A | N/A | 1.89 | 566 | 20.84 | 14.82 | 4 | Yes | S |
| 433031 | | Bus and Truck Mechanics and Diesel Engine Specialists | 0.04 | 1,117 | 20.59 | 13.44 | 0.22 | 12179 | 20.4 | 13.86 | 4 | Yes | S |
| 493031 | | Bus Drivers, Transit and Intercity | 1.36 | 107 | 26.49 | 19.40 | 1.26 | 1594 | 25.08 | 18.05 | 3 | No | R |
| 533052 | | | N/A | N/A | N/A | N/A | 0.73 | 1327 | 20.76 | 14.27 | 3 | No | S |
| 251011 | HSHW | Business Teachers, Postsecondary | 1.69 | 136 | N/A | N/A | 2.23 | 525 | 45.7 | 23.69 | 5 | No | S |
| | | Cardiovascular Technologists and Technicians | | | | | | | | | | | |
| 292031 | | Cargo and Freight Agents | 0.93 | 26 | N/A | N/A | 1.55 | 517 | 24.33 | 14.2 | 3 | No | S |
| 435011 | | Carpenters | 1.58 | 152 | N/A | N/A | 1.39 | 1118 | 22.67 | 15.36 | 3 | Yes | S |
| 472031 | | Cement Masons and Concrete Finishers | 0.29 | 674 | 22.01 | 16.67 | 0.99 | 6762 | 21.14 | 15.6 | 3 | No | R |
| 472051 | | Chefs and Head Cooks | 0.71 | 111 | N/A | N/A | 1.41 | 1658 | 19.2 | 14.09 | 3 | No | S |
| 351011 | | Civil Engineers | 1.87 | 165 | 28.64 | 15.70 | 1.48 | 1972 | 28.29 | 16.3 | 3 | No | R |
| 172051 | HSHW | Claims Adjusters, Examiners, and Investigators | 1.63 | 102 | N/A | N/A | 1.67 | 1642 | 45.22 | 27.52 | 5 | Yes | S |
| 131031 | HSHW | Clergy | -0.16 | 252 | N/A | N/A | 0.10 | 2094 | 31.45 | 20.39 | 3 | Yes | S |
| 212011 | | Clinical Laboratory Technologists and Technicians | 0.88 | 145 | 28.04 | 16.63 | 1.03 | 1825 | 24.58 | 15.27 | 5 | No | R |
| 292010 | | Commercial Pilots | 0.87 | 205 | 25.62 | 15.58 | 1.40 | 1891 | 25.13 | 15.26 | 4 | No | R |
| 532012 | HSHW | Community and Social Service Specialists, All Other | 0.14 | 199 | N/A | N/A | 1.34 | 746 | 52.69 | 27.66 | 3 | Yes | S |
| 211099 | | Compensation, Benefits, and Job Analysis Specialists | 2.11 | 63 | 24.68 | 16.52 | 1.56 | 546 | 21.18 | 15.25 | 5 | No | S |
| 131141 | HSHW | Compliance Officers | 1.49 | 58 | N/A | N/A | 1.47 | 554 | 28.75 | 19.06 | 4 | Yes | S |
| 131041 | HSHW | Computer and Information Systems Managers | 1.11 | 281 | 32.87 | 18.94 | 1.15 | 2499 | 31.63 | 18.12 | 3 | Yes | R |
| 113021 | HSHW | Computer Network Architects | 1.23 | 252 | N/A | N/A | 1.82 | 2248 | 70.34 | 44.67 | 5 | Yes | S |
| 151241 | HSHW | Computer Network Support Specialists | 0.91 | 50 | N/A | N/A | 1.53 | 685 | 53.64 | 32.8 | 5 | Yes | S |
| 151231 | HSHW | Computer Systems Analysts | 1.05 | 96 | 33.59 | 21.87 | 1.44 | 887 | 32.57 | 21.01 | 3 | Yes | R |
| 151211 | HSHW | Computer User Support Specialists | 0.84 | 231 | 44.37 | 28.53 | 1.45 | 2943 | 44.58 | 27.96 | 4 | Yes | R |
| 151232 | | | 1.46 | 545 | 24.63 | 15.63 | 1.73 | 4532 | 24.95 | 15.75 | 3 | Yes | R |
| 474011 | HSHW | Construction and Building Inspectors | 0.04 | 128 | 31.58 | 19.23 | 1.06 | 1468 | 30.12 | 19.06 | 3 | Yes | R |
| 119021 | HSHW | Construction Managers | 0.81 | 322 | 53.93 | 31.16 | 1.64 | 3377 | 49.89 | 28.74 | 4 | No | R |
| 131051 | HSHW | Cost Estimators | 0.14 | 115 | N/A | N/A | 0.90 | 1377 | 31.18 | 19.13 | 4 | No | S |
| 319091 | | Dental Assistants | 1.59 | 302 | 18.99 | 15.31 | 1.87 | 3421 | 19.63 | 15.87 | 3 | No | R |
| 291292 | HSHW | Dental Hygienists | 1.73 | 129 | 35.45 | 29.97 | 1.87 | 1153 | 35.18 | 29.19 | 4 | No | R |
| 292032 | HSHW | Diagnostic Medical Sonographers | 1.97 | 48 | N/A | N/A | 2.45 | 614 | 34.27 | 26.98 | 3 | No | S |
| 472081 | | Drywall and Ceiling Tile Installers | N/A | N/A | N/A | N/A | 1.10 | 788 | 19.61 | 14 | 3 | No | S |
| 119032 | HSHW | Education Administrators, Kindergarten through Secondary | 2.05 | 101 | 45.52 | 32.32 | N/A | N/A | N/A | N/A | 5 | No | R |
| 119033 | HSHW | Education Administrators, Postsecondary | -0.66 | 57 | N/A | N/A | 1.42 | 1111 | 46.05 | 33.25 | 5 | No | S |
| | | Electrical and Electronic Engineering Technologists and Technicians | | | | | | | | | | | |
| 173023 | HSHW | Electrical Engineers | 0.89 | 34 | N/A | N/A | 1.42 | 782 | 29.33 | 19.14 | 4 | Yes | S |
| 172071 | HSHW | Electricians | 0.40 | 26 | N/A | N/A | 1.97 | 656 | 45.32 | 28.99 | 5 | Yes | S |
| 472111 | | | 0.35 | 460 | 23.91 | 17.58 | 1.51 | 5999 | 23.6 | 16.86 | 3 | No | R |

| | | | | | | | | | | | | | |
|--------|------|--|-------|-------|-------|-------|------|-------|-------|-------|---|-----|---|
| 172072 | HSHW | Electronics Engineers, Except Computer | 0.95 | 40 | N/A | N/A | 1.69 | 519 | 50.3 | 35.33 | 5 | Yes | S |
| 252021 | HSHW | Elementary School Teachers, Except Special Education | 2.09 | 655 | 30.65 | 21.95 | 1.21 | 6265 | 29.57 | 21.08 | 5 | No | R |
| 172199 | HSHW | Engineers, All Other | 0.68 | 32 | N/A | N/A | 1.32 | 693 | 49.99 | 26.74 | 5 | Yes | S |
| 119013 | HSHW | Farmers, Ranchers, and Other Agricultural Managers | N/A | N/A | N/A | N/A | 0.10 | 5002 | 44.56 | 22.53 | 4 | No | S |
| 113031 | HSHW | Financial Managers | 1.87 | 330 | 69.52 | 38.44 | 2.28 | 3661 | 66.29 | 34.98 | 5 | Yes | R |
| 332011 | HSHW | Firefighters | 0.62 | 153 | 30.28 | 21.92 | 0.63 | 1626 | 25.71 | 16.59 | 3 | No | R |
| 471011 | HSHW | First-Line Supervisors of Construction Trades and Extraction Workers | 0.61 | 465 | 33.09 | 22.53 | 1.35 | 6420 | 31.74 | 21.04 | 4 | No | R |
| 371011 | | First-Line Supervisors of Housekeeping and Janitorial Workers | 0.80 | 155 | 19.76 | 13.92 | 1.83 | 2885 | 19.74 | 13.88 | 3 | No | S |
| 371012 | | First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers | 0.44 | 117 | 26.35 | 17.29 | 1.74 | 1982 | 23.81 | 16.38 | 3 | No | R |
| 491011 | HSHW | First-Line Supervisors of Mechanics, Installers, and Repairers | 0.90 | 280 | 32.03 | 21.23 | 1.22 | 3401 | 31.26 | 20.64 | 3 | No | R |
| 411012 | HSHW | First-Line Supervisors of Non-Retail Sales Workers | -0.18 | 288 | 44.29 | 23.85 | 0.04 | 2634 | 43.82 | 23.51 | 4 | Yes | S |
| 431011 | HSHW | First-Line Supervisors of Office and Administrative Support Workers | 0.29 | 1,109 | 30.99 | 19.70 | 0.48 | 11899 | 29.35 | 18.86 | 4 | Yes | R |
| 331012 | HSHW | First-Line Supervisors of Police and Detectives | 0.64 | 94 | 54.81 | 41.28 | 0.56 | 636 | 45.53 | 30.57 | 4 | No | R |
| 511011 | HSHW | First-Line Supervisors of Production and Operating Workers | 1.09 | 241 | 30.14 | 19.29 | 1.09 | 2870 | 29.79 | 18.77 | 3 | Yes | R |
| 411011 | | First-Line Supervisors of Retail Sales Workers | -0.29 | 861 | 22.67 | 14.34 | 0.02 | 10845 | 22.39 | 14.19 | 3 | No | S |
| 531047 | | First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors | 0.58 | 386 | 26.72 | 17.55 | 1.46 | 4152 | 26.27 | 16.95 | 3 | Yes | R |
| 119051 | HSHW | Food Service Managers | 0.98 | 215 | 39.12 | 18.06 | 0.59 | 3684 | 35.82 | 19.55 | 4 | No | R |
| 111021 | HSHW | General and Operations Managers | 1.12 | 1,538 | 49.21 | 22.34 | 1.36 | 15477 | 47.51 | 21.26 | 4 | Yes | R |
| 472121 | | Glaziers | 2.04 | 59 | N/A | N/A | 2.24 | 869 | 20.39 | 15.29 | 3 | No | S |
| 271024 | | Graphic Designers | 0.61 | 134 | N/A | N/A | 0.70 | 1716 | 25.83 | 16.87 | 4 | Yes | S |
| 499021 | | Heating, Air Conditioning, and Refrigeration Mechanics and Installers | 0.18 | 454 | 22.23 | 14.80 | 1.16 | 4213 | 22.52 | 15.77 | 3 | No | R |
| 533032 | | Heavy and Tractor-Trailer Truck Drivers | 1.34 | 816 | 21.63 | 15.21 | 0.98 | 13002 | 21.62 | 14.92 | 3 | Yes | R |
| 113121 | HSHW | Human Resources Managers | 1.14 | 86 | 58.47 | 36.63 | 1.35 | 766 | 56.98 | 34.83 | 5 | Yes | R |
| 131071 | HSHW | Human Resources Specialists | 0.99 | 616 | 35.99 | 19.69 | 1.35 | 5002 | 31.42 | 18.49 | 5 | Yes | R |
| 172112 | HSHW | Industrial Engineers | 1.26 | 61 | N/A | N/A | 2.36 | 1025 | 44.86 | 30.14 | 5 | Yes | S |
| 499041 | | Industrial Machinery Mechanics | 2.18 | 120 | 26.23 | 19.10 | 2.15 | 1828 | 26.07 | 18.12 | 3 | Yes | R |
| 537051 | | Industrial Truck and Tractor Operators | 0.47 | 285 | 19.47 | 14.25 | 1.83 | 4759 | 19.3 | 14.88 | 3 | Yes | R |
| 151212 | HSHW | Information Security Analysts | 3.80 | 82 | N/A | N/A | 4.14 | 1047 | 49.44 | 30.8 | 3 | Yes | S |
| 413021 | | Insurance Sales Agents | -0.04 | 504 | N/A | N/A | 1.06 | 5238 | 28.19 | 14.47 | 3 | Yes | S |
| 273091 | | Interpreters and Translators | 3.08 | 57 | N/A | N/A | 3.15 | 522 | 24.63 | 13.67 | 4 | Yes | S |
| 252012 | HSHW | Kindergarten Teachers, Except Special Education | 2.10 | 105 | N/A | N/A | 1.20 | 979 | 28.39 | 19.71 | 5 | No | S |
| 292061 | | Licensed Practical and Licensed Vocational Nurses | 1.42 | 319 | 23.78 | 19.11 | 1.57 | 3969 | 23.01 | 18.96 | 3 | No | R |
| 132072 | HSHW | Loan Officers | -0.53 | 78 | 35.95 | 15.75 | 0.19 | 1467 | 35.86 | 17.27 | 4 | Yes | S |
| 131081 | HSHW | Logisticians | 4.45 | 129 | 33.19 | 21.04 | 1.47 | 932 | 33.32 | 20 | 5 | Yes | R |
| 514041 | | Machinists | 1.01 | 104 | N/A | N/A | 1.36 | 1125 | 22.14 | 15.46 | 3 | Yes | S |
| 131111 | HSHW | Management Analysts | 1.79 | 791 | 43.44 | 22.89 | 1.85 | 8036 | 41.63 | 22.17 | 5 | Yes | R |
| 131161 | | Market Research Analysts and Marketing Specialists | 2.37 | 733 | 33.57 | 18.87 | 2.73 | 6860 | 32.99 | 18.28 | 5 | Yes | R |
| 112021 | HSHW | Marketing Managers | 1.18 | 165 | N/A | N/A | 1.54 | 1463 | 72.48 | 36.91 | 5 | Yes | S |
| 172141 | HSHW | Mechanical Engineers | 1.36 | 42 | 41.18 | 25.11 | 1.75 | 711 | 43.3 | 27.76 | 5 | Yes | S |
| 119111 | HSHW | Medical and Health Services Managers | 3.64 | 331 | 52.56 | 29.62 | N/A | N/A | N/A | N/A | 5 | No | R |
| 319092 | | Medical Assistants | 3.12 | 931 | 18.08 | 14.16 | 2.34 | 9263 | 17.06 | 13.72 | 3 | No | R |
| 499062 | | Medical Equipment Repairers | 1.21 | 62 | N/A | N/A | 1.49 | 569 | 24.55 | 15.53 | 3 | Yes | S |
| 436013 | | Medical Secretaries and Administrative Assistants | 1.63 | 450 | 18.12 | 14.01 | 1.50 | 5104 | 17.21 | 13.53 | 3 | No | R |
| 131121 | | Meeting, Convention, and Event Planners | 1.38 | 92 | N/A | N/A | 1.80 | 1150 | 25.39 | 15.27 | 4 | Yes | S |
| 252022 | HSHW | Middle School Teachers, Except Special and Career/Technical Education | 2.02 | 252 | 29.48 | 20.59 | 1.22 | 2908 | 28.98 | 20.31 | 5 | No | R |
| 493042 | | Mobile Heavy Equipment Mechanics, Except Engines | 1.18 | 61 | 24.09 | 16.84 | 1.10 | 937 | 24.11 | 17.19 | 3 | Yes | S |
| 493051 | | Motorboat Mechanics and Service Technicians | 1.92 | 175 | N/A | N/A | 1.12 | 507 | 24.18 | 15.78 | 3 | Yes | S |

| | | | | | | | | | | | | | |
|--------|------|---|-------|-------|-------|-------|------|-------|-------|-------|---|-----|---|
| | | Network and Computer Systems | | | | | | | | | | | |
| 151244 | HSHW | Administrators | 0.84 | 132 | 40.39 | 25.27 | 1.34 | 1592 | 39.34 | 24.6 | 4 | Yes | R |
| 312011 | HSHW | Occupational Therapy Assistants | N/A | N/A | N/A | N/A | 3.36 | 588 | 31.43 | 24.74 | 4 | No | S |
| 472073 | | Operating Engineers and Other Construction Equipment Operators | 0.36 | 184 | 23.51 | 16.81 | 0.96 | 2869 | 21.27 | 15.72 | 3 | No | R |
| 472141 | | Painters, Construction and Maintenance | 0.35 | 224 | N/A | N/A | 0.95 | 3163 | 18.62 | 14.28 | 3 | No | S |
| 232011 | HSHW | Paralegals and Legal Assistants | 1.93 | 504 | 28.18 | 19.25 | 1.80 | 4961 | 25.93 | 17.89 | 3 | Yes | R |
| 132052 | HSHW | Personal Financial Advisors | 0.49 | 135 | N/A | N/A | 0.57 | 1939 | 50.42 | 20.04 | 5 | No | S |
| 372021 | | Pest Control Workers | N/A | N/A | N/A | N/A | 1.36 | 1557 | 18.6 | 13.66 | 3 | No | S |
| 292052 | | Pharmacy Technicians | 0.75 | 258 | 18.07 | 14.70 | 0.96 | 2629 | 17.33 | 13.75 | 3 | No | R |
| 319097 | | Phlebotomists | 1.69 | 125 | N/A | N/A | 2.29 | 1214 | 17.17 | 13.78 | 3 | No | S |
| 312021 | HSHW | Physical Therapist Assistants | 3.42 | 103 | N/A | N/A | 3.39 | 1330 | 31.22 | 22.28 | 4 | No | S |
| 291071 | HSHW | Physician Assistants | 5.11 | 143 | N/A | N/A | 3.99 | 837 | 50.39 | 28.97 | 5 | No | S |
| 472152 | | Plumbers, Pipefitters, and Steamfitters | -0.10 | 275 | 24.03 | 17.94 | 1.10 | 3524 | 23.13 | 16.6 | 3 | No | S |
| 333051 | HSHW | Police and Sheriff/Es Patrol Officers | 0.65 | 364 | 37.17 | 27.61 | 0.60 | 3358 | 31.88 | 22.46 | 3 | No | R |
| 251199 | HSHW | Postsecondary Teachers, All Other | N/A | N/A | N/A | N/A | 1.47 | 2167 | 33.81 | 19.75 | 4 | No | S |
| 272012 | HSHW | Producers and Directors | 1.63 | 89 | N/A | N/A | 1.81 | 774 | 34.98 | 18.61 | 5 | Yes | S |
| 119141 | HSHW | Property, Real Estate, and Community Association Managers | 0.92 | 450 | 32.03 | 17.70 | 1.09 | 3497 | 32.01 | 17.33 | 4 | No | R |
| 273031 | HSHW | Public Relations Specialists | 1.15 | 119 | 32.70 | 17.50 | 1.40 | 1596 | 30.57 | 17.13 | 5 | Yes | R |
| 292034 | HSHW | Radiologic Technologists and Technicians | 1.05 | 112 | 29.80 | 22.02 | 1.39 | 1359 | 28.64 | 20.96 | 3 | No | R |
| 291141 | HSHW | Registered Nurses | 1.09 | 1,093 | 35.84 | 26.81 | 1.53 | 13568 | 34.62 | 26.5 | 4 | No | R |
| 291126 | HSHW | Respiratory Therapists | 2.32 | 60 | N/A | N/A | 3.03 | 742 | 29.37 | 24.46 | 4 | No | S |
| 472181 | | Roofers | 2.66 | 343 | N/A | N/A | 2.35 | 3616 | 19.63 | 14.17 | 3 | No | S |
| 112022 | HSHW | Sales Managers | 0.78 | 290 | N/A | N/A | 1.37 | 2575 | 61.04 | 30.43 | 5 | Yes | S |
| 414012 | | Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products | 0.95 | 1,197 | 32.46 | 16.14 | 0.83 | 9474 | 32.58 | 16.02 | 3 | Yes | R |
| 414011 | HSHW | Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products | 1.19 | 372 | N/A | N/A | 1.05 | 2619 | 43.77 | 21.11 | 3 | Yes | S |
| 252031 | HSHW | Secondary School Teachers, Except Special and Career/Technical Education | 2.05 | 360 | 31.11 | 22.21 | 1.22 | 3890 | 30.83 | 21.75 | 5 | No | R |
| 413031 | HSHW | Securities, Commodities, and Financial Services Sales Agents | -0.42 | 260 | 36.28 | 19.06 | 0.49 | 3393 | 37.75 | 18.8 | 5 | No | S |
| 492098 | | Security and Fire Alarm Systems Installers | 1.96 | 68 | N/A | N/A | 2.00 | 687 | 22.9 | 16.23 | 3 | No | S |
| 472211 | | Sheet Metal Workers | 0.56 | 57 | N/A | N/A | 1.43 | 1016 | 21.68 | 15.24 | 3 | Yes | S |
| 252052 | HSHW | Special Education Teachers, Kindergarten and Elementary School Substance Abuse, Behavioral Disorder, and Mental Health Counselors | 2.69 | 9 | N/A | N/A | 1.22 | 615 | 30.63 | 19.78 | 5 | No | S |
| 211018 | | Surgical Technologists | 2.70 | 236 | 24.45 | 16.65 | 2.37 | 2200 | 24.04 | 15.52 | 5 | No | R |
| 292055 | | | 1.30 | 51 | N/A | N/A | 1.63 | 755 | 23.1 | 17.6 | 3 | No | S |
| 173031 | | Surveying and Mapping Technicians | 0.95 | 30 | 21.21 | 15.55 | 1.65 | 717 | 20.52 | 14.73 | 3 | Yes | S |
| 492022 | | Telecommunications Equipment Installers and Repairers, Except Line Installers | 1.09 | 235 | N/A | N/A | 1.41 | 2320 | 25.27 | 16.05 | 3 | No | S |
| 499052 | | Telecommunications Line Installers and Repairers | 0.83 | 68 | N/A | N/A | 1.31 | 814 | 22.57 | 16.56 | 3 | No | S |
| 472044 | | Tile and Stone Setters | 0.90 | 61 | N/A | N/A | 2.06 | 777 | 20.23 | 14.53 | 3 | No | S |
| 131151 | | Training and Development Specialists | 1.44 | 279 | 29.25 | 17.04 | 1.58 | 2558 | 29.87 | 17.25 | 5 | Yes | R |
| 339093 | | Transportation Security Screeners | 0.99 | 93 | 20.94 | 17.65 | 0.89 | 631 | 20.41 | 16.68 | 3 | No | R |
| 113071 | HSHW | Transportation, Storage, and Distribution Managers | 1.13 | 79 | 49.40 | 28.45 | 1.45 | 757 | 49.75 | 28.08 | 4 | Yes | S |
| 514121 | | Welders, Cutters, Solderers, and Brazers | 0.49 | 142 | 21.68 | 15.99 | 1.35 | 1917 | 21.31 | 15.86 | 3 | Yes | R |

*SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

**HSHW = High Skill/High Wage.

***Qualifying Level:

R = Meets regional wage and openings criteria based on state Labor Market Statistics employer survey data. Regional data are shown.

S = Meets statewide wage and openings criteria based on state Labor Market Statistics employer survey data. Statewide data are shown.

NR = Not releasable.

EFI - Enterprise Florida, Inc.

BR 01-23 Exhibit B

List of 34 Occupations CSBD is Recommending to be Retained

Sorted by Occupational Title

Workforce Development Area 22 – Broward County

| | SOC Code* | HSHW** | Occupational Title | Entry Wage |
|-----|------------------|---------------|--|-------------------|
| 1. | 493021 | | Automotive Body and Related Repairers | \$15.24 |
| 2. | 492091 | | Avionics Technicians | \$18.45 |
| 3. | 131199 | HSHW | Business Operations Specialists, All Other | \$17.98 |
| 4. | 131020 | HSHW | Buyers and Purchasing Agents | \$17.97 |
| 5. | 535021 | | Captains, Mates, and Pilots of Water Vessels | \$20.73 |
| 6. | 251194 | HSHW | Career/Technical Education Teachers, Postsecondary | \$18.06 |
| 7. | 111011 | HSHW | Chief Executives | \$33.77 |
| 8. | 292010 | | Clinical Laboratory Technologist and Technicians | \$15.42 |
| 9. | 151299 | HSHW | Computer Occupations, All Other | \$14.47 |
| 10. | 151243 | HSHW | Database Architects | \$39.46 |
| 11. | 292042 | | Emergency Medical Technician | \$13.99 |
| 12. | 436011 | HSHW | Executive Secretaries and Executive Administrative Assistants | \$18.02 |
| 13. | 132051 | HSHW | Financial and Investment Analysts | \$25.50 |
| 14. | 351012 | | First-Line Supervisors of Food Preparation and Serving Workers | \$14.20 |
| 15. | 391022 | | First-Line Supervisors of Personal Service Workers | \$14.35 |
| 16. | 292099 | | Health Technologists and Technicians, All Other | \$15.30 |
| 17. | 271025 | HSHW | Interior Designers | \$17.22 |
| 18. | 436012 | | Legal Secretaries and Administrative Assistants | \$14.65 |
| 19. | 119081 | HSHW | Lodging Managers | \$24.20 |
| 20. | 499071 | | Maintenance & Repair Workers, General | \$14.68 |
| 21. | 119199 | HSHW | Managers, All Other | \$30.89 |
| 22. | 319011 | | Massage Therapists | \$13.97 |
| 23. | 292072 | | Medical Records Specialists | \$15.06 |
| 24. | 292043 | HSHW | Paramedics | \$18.59 |
| 25. | 119179 | HSHW | Personal Service Managers, All Other | \$23.64 |
| 26. | 131082 | HSHW | Project Management Specialists | \$24.97 |
| 27. | 292053 | | Psychiatric Technicians | \$14.61 |
| 28. | 131023 | HSHW | Purchasing Agents, Except Wholesale, Retail & Farm Products | \$17.97 |
| 29. | 419022 | | Real Estate Sales Agents | \$13.74 |
| 30. | 151252 | HSHW | Software Developers | \$24.71 |
| 31. | 151253 | HSHW | Software Quality Assurance Analysts and Testers | \$24.52 |
| 32. | 253099 | | Teachers and Instructors, All Other | \$18.38 |
| 33. | 292056 | | Veterinary Technologists and Technicians | \$14.49 |
| 34. | 151254 | HSHW | Web Developers | \$26.12 |

* SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

**HSHW = High Skill/High Wage Occupation paying \$17.18 or more per hour

BR 01-23 Exhibit C

List of 15 occupations removed by Florida Commerce due to an insufficient entry wage or demand

Sorted by Occupational Title

Workforce Development Area 22 – Broward County

| | SOC Code* | Occupational Title | Reason For Removal |
|-----|------------------|--|---------------------------|
| 1. | 211093 | Social and Human Services Assistants | Insufficient Entry Wage |
| 2. | 253041 | Tutors | Insufficient Entry Wage |
| 3. | 292081 | Opticians/Dispensing | Insufficient Entry Wage |
| 4. | 113010 | Administrative Services and Facilities Managers | Insufficient Demand |
| 5. | 119072 | Entertainment and Recreation Managers, Except Gambling | Insufficient Demand |
| 6. | 132054 | Financial Risk Specialists | Insufficient Demand |
| 7. | 132099 | Financial Specialists, All Other | Insufficient Demand |
| 8. | 151255 | Web and Digital Interface Designers | Insufficient Demand |
| 9. | 232093 | Title Examiners, Abstractors, and Searchers | Insufficient Demand |
| 10. | 292036 | Medical Dosimetrists | Insufficient Demand |
| 11. | 391014 | First-Line Supervisors of Entertainment and Recreation Workers, Except Gambling Services | Insufficient Demand |
| 12. | 419021 | Real Estate Brokers | Insufficient Demand |
| 13. | 434131 | Loan Interviewers and Clerks | Insufficient Demand |
| 14. | 434161 | Human Resources Assistants, Except Payroll and Timekeeping | Insufficient Demand |
| 15. | 492011 | Computer, Automated Teller, and Office Machine Repairers | Insufficient Demand |

* SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

Memorandum #02-23 (OPS) Revised

To: Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Add New Eligible Training Provider and Courses for Universal Technical Institute

Date: August 15, 2023

SUMMARY

Consideration to approve Universal Technical Institute as an Eligible Training Provider and add 1) Automotive & Diesel Technology II 2) Diesel Technology II 3) Automotive Technology II and 4) Welding Technology II to the Workforce Innovation and Opportunity Act Individual Training Account List. CSBD adds schools and courses that meet federal, state, and local criteria to give customers more choices. State law prohibits consideration of cost in adding schools to the list. Approved at the 8/1 One Stop Services and 8/14 Executive Committee meetings. Approved at the 8/1 One Stop Services and 8/14 Executive Committee meetings.

BACKGROUND

WIOA requires classroom or online training to be provided through ITAs at schools and for courses approved by the local workforce board. The ITA can only be used at schools on the State list of Eligible Training Providers (ETP) and for programs in-demand occupations appearing on the Targeted Occupations List (TOL). Two critical criteria over which CSBD has no control are:

1. The inclusion of programs that are expensive when compared to the same courses which may be available at public institutions. This is because the Florida State Statutes governing WIOA at 445.007 (6) state: that a "local workforce development board may not restrict the choice of training providers based upon cost, location, or historical training arrangements."
2. An individual has the ability to select a course of study even though they may incur debt because WIOA states we must give participants the full list of available courses along with cost and performance information.

While the law requires that participants have customer choice in the selection of training programs, CSBD success coaches advise participants regarding all alternatives as a component of customer choice. Additionally, all occupational training must meet the Broward Workforce Development Board's established minimum evaluation criteria. This includes but is not limited to licensure, accreditation, issuance of an industry-recognized credential, and reporting to the Florida Education and Training Placement Information Program (FETPIP). All of our current eligible training providers meet these criteria.

DISCUSSION

Universal Technical Institute has been operating in Miramar since March 2021 and provides training in the automotive, mechanical, and welding industries. They are licensed by the Commission on Independent Education and accredited by the Accrediting Commission of Career Schools and Colleges, an entity recognized by the US Dept of Education. The provider does not currently submit reports to FETPIP but understands and commits to submitting FETPIP data going forward.

The courses submitted will prepare participants for employment in the following demand occupations as shown in the chart below.

Eligible Training Provider and Courses to Be Added to the WIOA ITA List

| Training Provider | Occupational Training Program | Occupation | Entry Wage |
|-------------------------------|-----------------------------------|---|------------|
| Universal Technical Institute | Automotive & Diesel Technology II | Bus and Truck Mechanics and Diesel Engine Specialists | \$18.05 |
| | Diesel Technology II | | |
| | Automotive Technology II | Automotive Service Technicians and Mechanics | \$18.77 |
| | Welding Technology II | Welders, Cutters, Solderers, and Brazers | \$15.15 |

Staff has conducted an on-site review of the school. A cross-functional CSBD review committee comprised of staff from Operations, Quality Assurance, and our appropriate intermediary reviewed the application and programs. The committee has determined that all Board-mandated criteria have been met for the school, training programs, and related occupational titles. This includes but is not limited to 1) licensure 2) accreditation 3) issuance of an industry-recognized credential 4) 25 or more job openings in Broward County and 5) reporting to FETPIP.

As a new training provider, Universal Technical Institute will be under initial eligibility status with CSBD, and we will limit enrollment of customers to 10 in each of the training programs until performance can be established for our customers.

RECOMMENDATION

Approve Universal Technical Institute as an eligible training provider and add 1) Automotive & Diesel Technology II 2) Diesel Technology II 3) Automotive Technology II and 4) Welding Technology II to the Workforce Innovation and Opportunity Act Individual Training Account List.

ITA Course Summary Spreadsheet Attachment to Memo #02-23 (OPS)

| School Name / Location | License / State Agency Approval | DOE Accreditation | Course Title | Type of Credential Offered | Program Length | Clock Hours | Entry Wage | Course Offering (Virtual/ Classroom/ Blended) | Class Size (Max) | Prerequisites | Tuition and Fees | Other Costs (Books, Uniforms, Supplies, Cert./Lic. Exams) | Program Total Costs |
|--------------------------------------|---------------------------------|-------------------|-----------------------------------|----------------------------|----------------|-------------|------------|---|------------------|---|------------------|---|---------------------|
| Universal Technical Institute | YES | YES | Welding Technology II | Diploma | 36 weeks | 900 | \$15.15 | Blended | 52 | HS Diploma / Equivalent, Background Check | \$22,695.00 | \$350.00 | \$23,045.00 |
| | YES | YES | Diesel Technology II | Diploma | 45 weeks | 1202.5 | \$18.05 | Blended | 39 | HS Diploma / Equivalent, Background Check | \$37,695.00 | \$420.00 | \$38,115.00 |
| | YES | YES | Automotive Technology II | AS | 51 weeks | 1380 | \$18.77 | Blended | 28 | HS Diploma / Equivalent, Background Check | \$41,145.00 | \$420.00 | \$41,565.00 |
| | YES | YES | Automotive & Diesel Technology II | AS | 75 weeks | 2033 | \$18.05 | Blended | 29 | HS Diploma / Equivalent, Background Check | \$52,445.00 | \$420.00 | \$52,865.00 |

*Blended = Training is offered both online and in the classroom.

Memorandum #03-23 (OPS) Revised

To: Broward Workforce Development Board, Inc./CareerSource Broward
Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Addition of New Courses for Existing Training Provider Hollywood
Career Institute

Date: August 15, 2023

SUMMARY

Consideration to add three (3) courses from current Eligible Training Provider Hollywood Career Institute: 1) Massage Therapy 2) Hemodialysis Tech and 3) Medical Assistant with Basic X-Ray to the WIOA Individual Training Account List. These programs provide opportunities to train for careers in the healthcare industry and are in high demand. CSBD reviewed the applications for completeness and to ensure that Board-mandated criteria have been met for the training programs and related occupational titles. Approved at the 8/1 One Stop Services and 8/14 Executive Committee meetings.

BACKGROUND

WIOA requires classroom or online training to be provided through ITAs at schools and for courses approved by the local workforce board. Additionally, all occupational training must prepare students for in-demand occupations appearing on the Targeted Occupations List (TOL) and meet the Board-established minimum evaluation criteria. This includes but is not limited to licensure, accreditation, issuance of an industry-recognized credential, and reporting to the Florida Education and Training Placement Information Program (FETPIP). All of our current eligible training providers meet these criteria.

DISCUSSION

HCI, an approved CSBD-eligible training provider, is licensed by the Commission on Independent Education (CIE). Their accreditation is from the US Dept of Education-approved Council on Occupational Education. HCI also submits data reports to FETPIP.

HCI has applied to add three (3) programs 1) Massage Therapy 2) Hemodialysis Tech and 3) Medical Assistant with Basic X-Ray to our WIOA ITA List. These programs provide opportunities to train for careers in the healthcare industry. Specifically, the courses submitted will prepare participants for employment in the following in-demand occupations as shown in the chart on the next page.

Eligible Training Provider and Courses to be Added to the WIOA ITA List

| Training Provider | Training Program | TOL Occupation | Entry Wage |
|----------------------------|------------------------------------|---|------------|
| Hollywood Career Institute | Massage Therapy | Massage Therapists | \$13.97 |
| | Hemodialysis Tech | Health Technologist/Technician – All Others | \$15.30 |
| | Medical Assistant with Basic X-Ray | Medical Assistants | \$14.87 |

A CSBD review committee comprised of staff from Operations, Quality Assurance, and our appropriate intermediary reviewed the application and programs. The committee has determined that all Board-mandated criteria have been met for the school, training programs, and related occupational titles. This includes but is not limited to 1) licensure 2) accreditation 3) issuance of an industry-recognized credential 4) 25 or more job openings in Broward County and 5) reporting to FETPIP.

As these are new courses on our ITA list, we will limit enrollment to ten (10) customers per program until performance can be established.

RECOMMENDATION

Approve the application from current Eligible Training Provider Hollywood Career Institute to add 1) Massage Therapy 2) Hemodialysis Tech and 3) Medical Assistant with Basic X-Ray to the WIOA Individual Training Account List.

**ITA Course Summary Spreadsheet
Attachment to Memo #03-23 (OPS)**

| School Name / Location | License / State Agency Approval | DOE Accreditation | Course Title | Type of Credential Offered | Program Length | Clock Hours | Entry Wage | Course Offering (Virtual/ Classroom/ Blended) | Class Size (Max) | Pre-requisites | Tuition and Fees | Other Costs (Books, Uniforms, Supplies, Cert./Lic. Exams) | Program Total Costs |
|-----------------------------------|---------------------------------|-------------------|------------------------------------|----------------------------|----------------|-------------|------------|---|------------------|----------------|------------------|---|---------------------|
| Hollywood Career Institute | YES | YES | Massage Therapy | Diploma | 26 weeks | 600 | \$13.97 | Blended | 20 | HS Diploma | \$11,350.00 | \$650.00 | \$12,000.00 |
| | YES | YES | Hemodialysis Tech | Diploma | 26 weeks | 600 | \$15.30 | Blended | 20 | HS Diploma | \$8,550.00 | \$945.00 | \$9,495.00 |
| | YES | YES | Medical Assistant with Basic X-Ray | Diploma | 52 weeks | 1300 | \$14.87 | Blended | 20 | HS Diploma | \$12,550.00 | \$875.00 | \$13,425.00 |

*Blended = Training is offered both online and in the classroom.

Memorandum #02-23 (BR) Revised

To: Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: CTS Engines Incumbent Worker Training Grant Application

Date: August 15, 2023

SUMMARY

CTS Engines (CTS) applied for an Incumbent Worker Training (IWT) grant in the amount of \$114,939 to train 88 employees to earn job-related certifications. Pursuant to the Workforce Innovation and Opportunity Act (WIOA) requirements, CTS will contribute 50% to the cost of the training by paying employee wages while they are in training, as well as contributing to the tuition cost. CSBD funds a portion of the tuition and instructor costs. Employees will receive training in areas such as Pratt & Whitney Engine Repair and Maintenance, GE Aerospace Engine Repair and Maintenance, and Advanced Leadership Communication. In accordance with governing boards' policy, IWT grant applications of \$50,000 or more go to the Employer Services and the Executive Committees for consideration, with a report to the BWDB and CSBD Council of Elected Officials. Approved at the 8/7 Employer Services and 8/14 Executive Committee meetings.

BACKGROUND

IWT is a work-based training option under WIOA to assist companies in remaining competitive by upgrading existing employees' skills. The employer must 1) have employed the majority of employees for at least six (6) months and 2) contribute to the cost of the training based on the number of their employees.

DISCUSSION

CTS is a global leader in jet engine maintenance in Fort Lauderdale and has been in business since 2002. CTS submitted an IWT Application to train 88 employees at a cost of \$114,939. Employees in occupations such as Engine Mechanics, Accounting, Operations Management, and Maintenance will earn occupational certifications in areas including Pratt & Whitney Engine Repair and Maintenance, GE Aerospace Engine Repair and Maintenance, Borescope Inspection, Borescope Blade Bending, Aerospace & Defense Lean Maintenance Repair and Overhaul, Advanced Leadership Communication, and Six Sigma. CTS will contribute 50% to the cost of the training by paying employee wages while they are in training, as well as contributing to the tuition cost. CSBD funds a portion of the tuition and instructor costs. CTS has obtained quotes

for the training from Pratt & Whitney, GE Aerospace, Electronics Incorporated, The University of Tennessee, Andrew Carnegie, and Team Analytics, as their course offerings best suit each employee's distinct training needs.

The occupations to be trained are on the Targeted Occupations List for Broward County. Employees will earn an average of \$41.95 an hour upon completion of the training. The training is projected to start in August 2023 and be completed by March 2024. A CSBD rating committee reviewed the application and recommended this IWT grant for funding.

IWT grant applications of \$50,000 or more go to the Employer Services and the Executive Committees for consideration, with a report to the BWDB and CSBD Council of Elected Officials at their next meeting.

RECOMMENDATION

None. For information only.

Memorandum #02 – 23 (FS)

To: Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: General Fund Balance

Date: August 14, 2023

SUMMARY

At the December 2022 Board meeting, we reported that the General Fund balance was \$901,711. From 11/1/22 through 6/30/23, we realized revenues of \$334,195 and incurred expenditures of \$215,625. The General Fund balance as of 06/30/23 is \$1,020,281 of this amount \$497,870 is held in reserve leaving a balance of \$522,411.

BACKGROUND

Per governing board direction CSBD holds a portion of the General Fund in reserve to:

1. Assure funds are available in the event of a questioned or disallowed cost. We carry D&O insurance, but we set aside funds, as not all expenditures are covered by our insurance.
2. Cover the principal payments for the 2890 W. Cypress Creek Road building. Our grants pay for the interest on the mortgage and straight-line depreciation based on 25 years. The depreciation is paid into the General Fund and is used to pay the mortgage principal. As is true of most mortgages, payments in the earlier years are mostly interest and are covered by the grants. In later years the majority of the payment will be made up of the principal. We use the depreciation collected to pay for the principal.

Fiscal has calculated the amount that will be needed to pay the principal and tracks it on a monthly basis.

Chart 1- General Fund Reserves

| Category | Dollar Amount |
|--|----------------------|
| Contingency reserve | \$250,000 |
| Depreciation collected to date: \$748,853 | |
| Less Principle paid with Depreciation revenue since 1/1/2019 (\$500,983) | \$247,870 |
| Total | \$497,870 |

Chart 2, below is the list of projected expenditures budgeted and approved by the CSBD governing boards that are charged against the General Fund.

Chart 2- Board Approved Budgeted Items

| Category | Dollar Amount |
|--|----------------------|
| Food (Calendar Year) | \$27,000 |
| Ticket to Work staff salary, benefits & overhead | \$98,500 |
| Application of our Indirect Cost Rate | \$18,281 |
| Tripp Scott | \$50,000 |
| President and Legal Counsel Salary Cap | \$31,700 |
| Total | \$225,481 |

DISCUSSION

The General Fund balance as of last November was \$901,711. Chart 3, below is a list of the revenues and expenditures from 11/1/22 through 6/30/23. During this period revenues totaling \$334,195 and expenditures totaling \$215,625 were incurred. The total of all revenues and expenditures is an ending balance including the reserves of \$1,020,281 in the General Fund.

Chart 3- Revenues and Expenditures 11/1/22 – 6/30/23

| Category | Revenues | Expenditures | Comments |
|--|------------------|---------------------|------------------------|
| Investment Interest | 18,935 | | |
| Reimbursement to CSBD | 350 | | Restitution of funds |
| Ticket to Work (TTW) | 202,493 | 43,921 | |
| Depreciation collected from grants | 112,042 | | |
| Tobacco Free Florida | 375 | | |
| FY 22/23 Building Principal | | 79,670 | Paid to date \$713,775 |
| Food expense | | 13,547 | |
| Indirect Costs | | 15,348 | |
| President and Legal Counsel Salary Cap | | 29,806 | |
| Tripp Scott | | 33,333 | |
| Total | \$334,195 | \$215,625 | |

The General Fund balance as of 06/30/23 is \$1,020,281 of this amount \$497,870 is held in reserve leaving a balance of \$522,411.

RECOMMENDATION

None. For information purposes.

Attachment: General Fund Spreadsheet

| CSBD General Fund Revenues and Available Funds 11/1/22 - 06/30/23 | | | |
|--|--|-----------|-----------|
| BALANCE 11/1/22 | | \$ | 901,711 |
| REVENUES | | | |
| Depreciation Collected | | 112,042 | |
| Ticket to Work | | 202,493 | |
| Tobacco Free Florida | | 375 | |
| Interest | | 18,935 | |
| Other Reimbursements/Credits | | 350 | |
| Total Revenue | | | 334,195 |
| EXPENDITURES | | | |
| Mortgage Principal | | (79,670) | |
| Salary Cap | | (29,806) | |
| Advocacy- Tripp Scott | | (33,333) | |
| Ticket to Work | | (43,921) | |
| Food | | (13,547) | |
| Indirect Costs | | (15,348) | |
| Total Expenditures | | | (215,625) |
| Net Revenue over Expenditures | | | 118,570 |
| Total General Funds as of 06/30/23 | | | 1,020,281 |
| Less Reserves | | | |
| Contingency Funds | | (250,000) | |
| Funds Collected for Depreciation | | (748,853) | |
| Less: Principle Paid | | 500,983 | |
| | | | (497,870) |
| Unobligated General Fund Balance | | | \$522,411 |

Memorandum #01 – 23 (FS)

To: Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Budget vs. Actual Expenditure Report

Date: August 4, 2023

SUMMARY

Detailed below is the Budget vs. Actual Expenditure Report. Each year we budget to spend 100% of our grants. As the governing boards are aware WIOA funds are available for 2 years and also allow for a 20% allocation carry forward each year to avoid a cliff effect due to fluctuations in allocations as we experienced this year. The State extended the period for the expenditure of welfare transition program (WTP) funds this year through August, and the funds are being invested in the summer program. The strategies we put in place last year are working.

BACKGROUND

Pursuant to sound financial practices we provide reports on Budget vs Actual expenditures. CSBD receives some of its funds based on its program year which is July 1 – June 30 and some of its funds based on the federal fiscal year October 1 – September 30 which is also the CSBD fiscal year.

DISCUSSION

Chart 1 depicts funding streams received on a program year basis through 6/30/23 and represents expenditures at 100% of the program year.

Chart 1: July 1, 2022 – June 30, 2023 Budget vs. Actual at 100% of the Year

| Notes | Funding Stream | PY 22-23 Budget | Actual Expenditures 7/1/22 – 6/30/23 | % Expended |
|-------|--------------------------------|-----------------|---|------------|
| 1 | WTP (extended through 8/31) | 4,287,931 | 3,613,075 | 84% |
| 2 | WIOA Adult / Dislocated Worker | 9,686,500 | 6,937,727 | 72% |
| 3 | WIOA Youth | 5,288,158 | 3,275,157 | 62% |

Budgeting

Each year we budget to spend 100% of our grants. As the governing boards are aware WIOA funds are available for 2 years and also allow for a yearly 20% carry forward of the WIOA formula allocation to avoid a cliff effect due to a fluctuation in allocations as we experienced this year. Because discretionary grants have a shorter shelf life, we often will purposely spend discretionary funds before formula funds to assure we take full advantage of the funds available for our local area.

This year the State extended the period for the expenditure of welfare transition program (WTP) funds through August 31 and the funds are being invested in the summer program.

Addressing Expenditure Fluctuation

Following the first quarter last year we were aware that program expenditures in the WIOA adult and youth programs were still lagging over pre-pandemic years. During the second quarter of the year, we began implementing the strategies below, some of which required formal procurements, while other strategies required coordinating with our partners to engage them in our efforts. These included:

- Procuring and engaging Moore Communications and Goodman, PR to market and outreach services to employers and job seekers
- ITA fairs with our training providers
- Paid internships to youth graduating from post-secondary programs who needed experience in their field to be competitive in the labor market
- Working with employers to expand apprenticeship awareness
- Increased participation in community events
- Increased the in-school contracts and caseloads for the School Board and Junior Achievement
- Budgeted for a Career Awareness event for in-school youth

As a result of these strategies, we are seeing a marked increase in foot traffic in all the one stops and the demand for work-based training and ITA's is significantly on the rise.

Chart 2 depicts funding streams received on a federal fiscal year basis through 6/30/23 which represents 75% of the year.

Chart 2: October 1, 2022 – September 30, 2023 Budget vs. Actual at 75% of the Year

| Notes | Funding Stream | PY 22-23 Budget | Actual Expenditures 10/1/22 - 06/30/23 | % Expended |
|-------|--------------------|-----------------|---|------------|
| 1 | Veterans | 286,783 | 121,733 | 42% |
| 2 | SNAP | 343,495 | 242,435 | 71% |
| 3 | Wagner Peyser (WP) | 1,174,757 | 758,106 | 65% |

Veteran Program

We receive pass through funds from the state for facilities and overhead which are expended when we have a full complement of Veteran's staff. Due to a freeze at the state, we have not been able to fill vacant positions and therefore are not able to spend pass through funds.

RECOMMENDATION

None. For information purposes only.

Memorandum #01 – 23 (QA)

To: Broward Workforce Development Board, Inc./CareerSource Broward
Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Results of the Cherry Bekaert, LLP Fiscal Monitoring – Report #2
PY 22/23 Issued 5/23

Date: May 23, 2023

SUMMARY

Cherry Bekaert conducted fiscal monitoring for the period 10/1/22 through 2/28/23. Cherry Bekaert reviewed a total of 921 elements during the review period. There were no findings or observations. Based upon the total elements reviewed, this was a 0% error rate.

BACKGROUND

Cherry Bekaert monitors fiscal activities three times a year. This was the second monitoring for the program year.

DISCUSSION

Cherry Bekaert conducted fiscal monitoring for the period 10/1/22 through 2/28/23. Cherry Bekaert reviewed a total of 921 elements during the review period. There were no findings or observations. Based upon the total elements reviewed, this was a 0% error rate.

RECOMMENDATION

None. For information purposes only.

QA #01-23 ATTACHMENT A
Cherry Bekaert Fiscal Findings - PY 22-23
Monitoring Report #2

| Procedure | Report #2 10/1/22 - 2/28/23 |
|--|---------------------------------------|
| Bank Reconciliation – Accounts Payable Master Account | 0 |
| Bank Reconciliation - General Fund Account | 0 |
| Bank Reconciliation - Operating Master Account | 0 |
| Bank Reconciliation - Participant Payroll Account | 0 |
| Bank Reconciliation - Staff Payroll Account | 0 |
| Budget vs Actual Grants/Programs | 0 |
| Cash Draw | 0 |
| Cash Receipts | 0 |
| Cell Phone Expenditures | 0 |
| Customer-Related Expenditures - WIOA ITA & WTP | 0 |
| Employee Separations | 0 |
| ETA Salary and Bonus Cap Calculation | 0 |
| Insurance | 0 |
| Integrative Staffing Payroll | 0 |
| Internal Control Website Review | 0 |
| Local Plan Controls Review | 0 |
| Mileage Reimbursements (Individuals) | 0 |
| Mileage Reimbursements (Service Provider) | 0 |
| On the Job Training (OJT) | 0 |
| Participant Payroll | 0 |
| Previous Year-end Audit Adjusting Journal Entries | 0 |
| Previous Year-end Single Audit Report | 0 |
| Procurement- Micro Purchase | 0 |
| Procurements - Small Purchases | 0 |
| Property Management - PPE | 0 |
| Staff Payroll | 0 |
| Subawarding/Subrecipient Monitoring | 0 |
| Walkthrough - Cash Draw | 0 |
| Welfare Transition Program (WTP) Community Work Experience | 0 |
| Youth Support & WIOA (AD/DW) Payments | 0 |
| TOTAL | 0 |

This chart provides a breakdown of fiscal findings by category type.

Memorandum #02 – 23 (QA)

To: Broward Workforce Development Board, Inc./CareerSource Broward
Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Results of the Taylor Hall Miller Parker (THMP), P.A.
Program Monitoring Report #2 – PY 22/23 – Issued 2/23

Date: July 18, 2023

SUMMARY

THMP conducted program monitoring for the period 11/18/22 through 2/21/23. They reviewed a total of 177 files consisting of 6,029 elements. There were 4 findings and 11 observations. This equates to an error rate of (.06%), or less than 1%. All findings and observations were corrected except where cases were closed, and no further action could be taken.

BACKGROUND

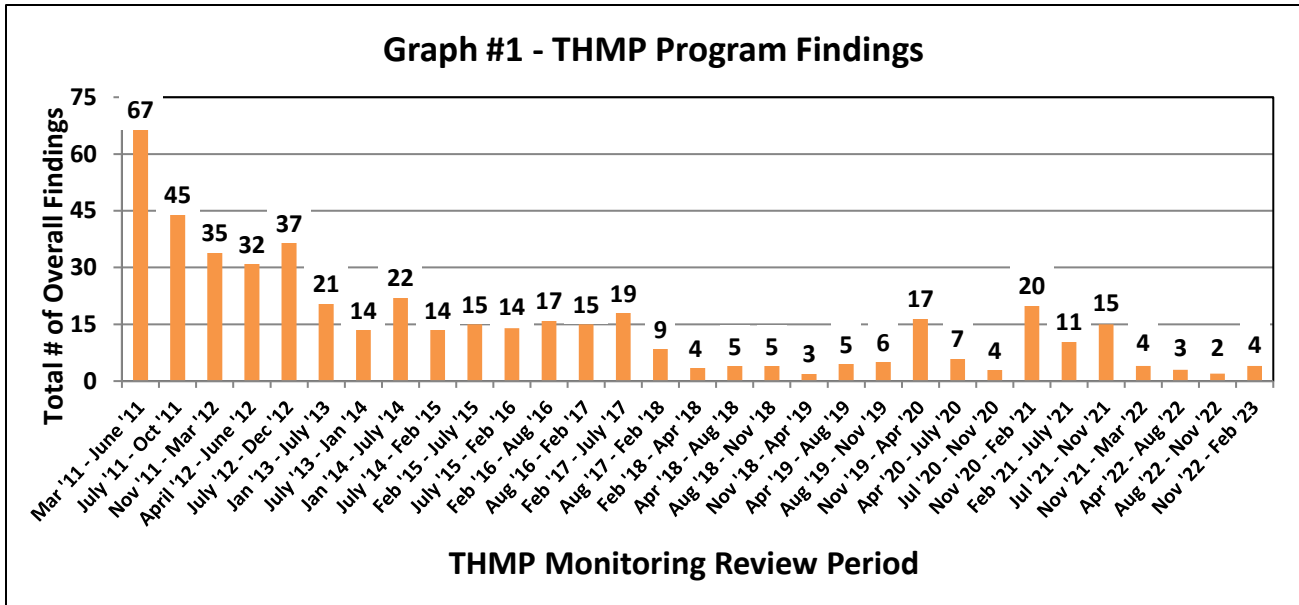
THMP monitors program activities three times a year. This was their second report for PY 22/23.

DISCUSSION

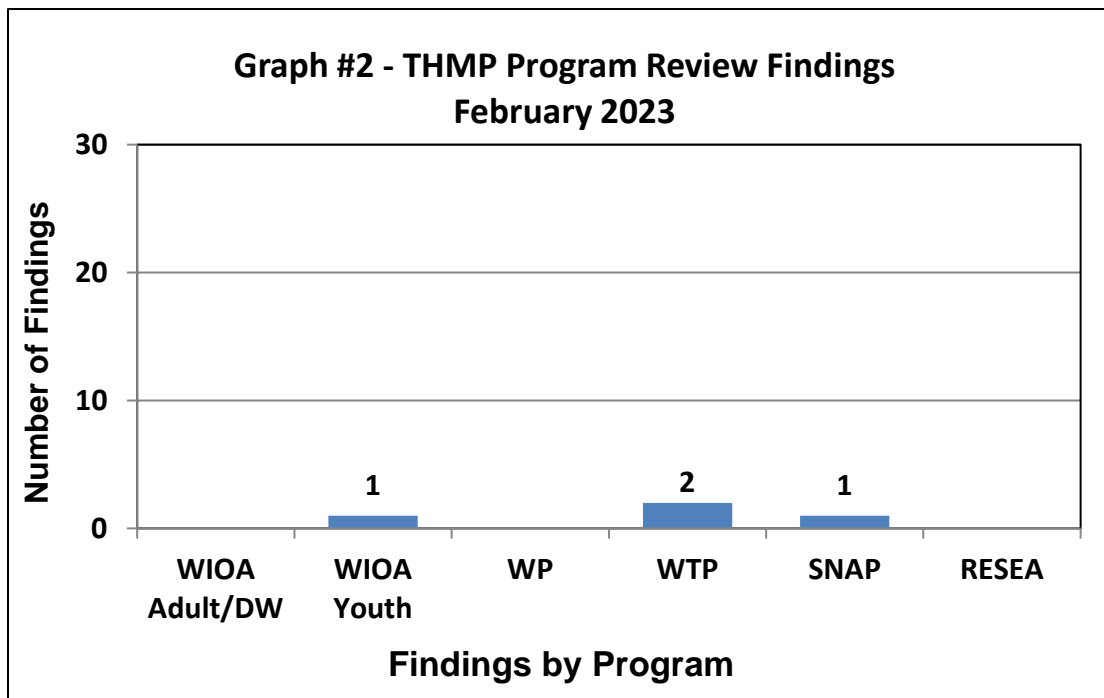
THMP identified 4 findings and 11 observations during their program monitoring visit. They reviewed a total of 177 files consisting of 6,209 elements. This equates to an error rate of .06%, or less than 1%. This monitoring covered the period 11/18/22 through 2/21/23.

THMP Program Findings

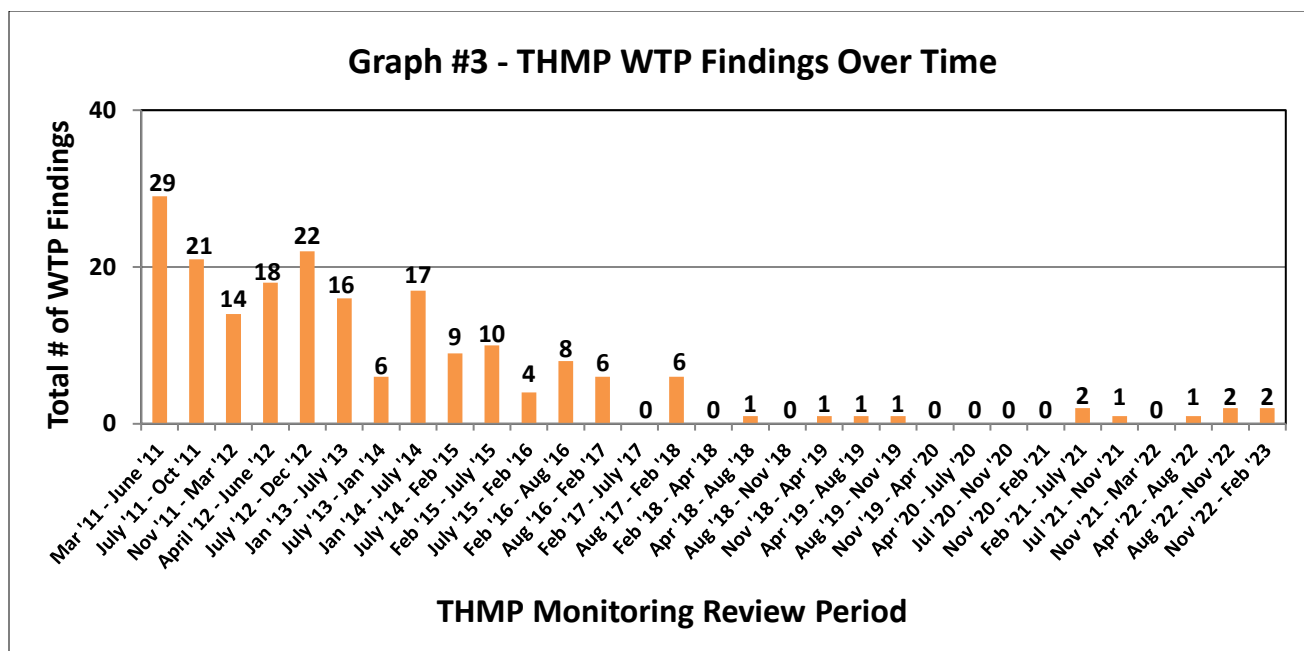
A trending chart for THMP program findings, per review period since March 2011, is represented in Graph #1, as follows:



A breakdown of findings by Program is represented in Graph #2 as follows:



A trending chart for THMP Welfare Transition Program (WTP) findings per review period since March 2011 is represented in Graph #3 as follows:



THMP Program Findings for the period of November 2022 – February 2023

The findings and observations in this report were forwarded to the Career Center and Program Managers for resolution and responses. The findings and observations are presented by funding stream, along with the corrective action taken.

I. WIOA Adult/Dislocated Worker

- A. 24 WIOA Adult and Dislocated Worker files were reviewed, 8 from each Center.

There were no findings and no observations.

- B. 6 WIOA Adult and Dislocated Worker files who exited within the last 12 months were reviewed, 2 from each Center. There were no findings.

There was 1 observation.

| |
|--|
| Observation WIOA Adult/Dislocated Worker File/System Review |
| A customer's employment wage rate was recorded incorrectly on Employ Florida (EF) at case closure. |
| Recommendation |
| Staff should correct the employment wage information in EF. |
| Agree/ Disagree |
| Agree |
| Resolution |
| Staff corrected the wage rate calculation and updated the documentation in EF. The WIOA Program Manager addressed the matter in a Supervisors' meeting on 3/8/23 and during the WIOA All-Staff Income Training on 3/10/23. |

II. WIOA Youth

- A. 16 WIOA Youth files were reviewed: 3 CareerSource Broward (CSBD), 2 Center for Independent Living (CIL), 4 FLITE Center, 3 HANDY, and 4 School Board of Broward County (SBBC).

There was 1 finding.

| |
|--|
| Finding WIOA Youth File/System Review |
| A customer's annualized family income (AFI) was calculated incorrectly. |
| Recommendation |
| Staff should correct the AFI calculation and update the customer file and EF. Whether to serve the youth as a 5% over-income exception or use WIOA Adult funds should be determined. |
| Agree/ Disagree |
| Agree |
| Resolution |
| The correct employment wage rate has been updated in the customer's file. This file has been approved as a 5% over-income exception. The WIOA Program Manager provided training on income calculations for the WIOA staff on 3/10/23. Targeted monitoring of ongoing compliance during monthly desk reviews started in May 2023 and will continue during routine QATC monitoring. |

There was 1 observation.

| |
|--|
| Observation WIOA Youth File/System Review |
| A customer's annualized family income (AFI) was calculated incorrectly. |
| Recommendation |
| Staff should correct the AFI calculation and update the documentation in the customer file and EF. |
| Agree/ Disagree |
| Agree |
| Resolution |
| The AFI calculation has been corrected, and the documents are updated in the customer file and EF. The WIOA Program Manager provided training on income calculations for the WIOA staff on 3/10/23. Targeted monitoring of ongoing compliance during monthly desk reviews started in May 2023 and will continue during routine QATC monitoring. |

- B. 6 WIOA Youth files that exited within the last 12 months were reviewed, 2 from the FLITE Center, 2 HANDY, and 2 SBBC.

There were no findings.

There were 2 observations.

| Observation WIOA Youth File/System Review | |
|---|--|
| a) | The customer employment start date was recorded incorrectly in EF at case closure and did not match the documentation in the customer's file. |
| b) | The second quarter follow-up was not completed and documented in EF after exit. |
| Recommendation | |
| a) | Staff should correct the employment information in EF to align with the customer file. |
| b) | Youth provider staff should ensure that all follow-ups are conducted and documented timely in EF. |
| Agree/ Disagree | |
| Agree | |
| Resolution | |
| a) | The customer employment start date has been updated in EF to align with the documents in the customer file. |
| b) | The Program Manager conducted a refresher training with the youth provider Supervisor on how to run quarterly follow-up reports in EF, and the Supervisor was provided a "How To" training tool. |
| The Youth Provider Supervisor will continue to run monthly follow-up reports in EF through May 2023 to ensure all follow-ups are in compliance and will discuss any outstanding entries with staff as needed. | |

III. Wagner-Peyser (WP)

- 30 WP accounts were reviewed, 10 from each Center.
 - **There were no findings or observations.**
- 30 WP job orders were reviewed.
 - **There were no findings or observations.**

IV. Reemployment Services and Eligibility Assessment (RESEA)

10 RESEA files were reviewed from Central.

There were no findings or observations.

V. Welfare Transition Program (WTP)

A. 23 WTP mandatory files were reviewed (8 each from North and Central, and 7 from South).

There were 2 findings.

| Findings WTP File/System Review | |
|--|---|
| a) | A signed copy of an IRP was missing from the case file. |
| b) | The customer timesheets were missing from the case file and did not correspond with JPR entries. |
| Recommendation | |
| Staff should ensure appropriate documentation is in case files and JPR entries are accurate. | |
| Agree/ Disagree | |
| Agree | |
| Resolution | |
| a) | The signed IRP has been added to the customer file. The Supervisor conducted individual counseling with staff, which included a review of the policy regarding IRP development and timely scanning documentation. |
| b) | The missing timesheets have been uploaded to the customer file and correspond to the JPR entries. The Supervisor counseled the staff regarding timely scanning documentation. A process has been established to ensure proper staff coverage for timesheet entry. |

There were 4 observations.

| Observation WTP File/System Review | |
|---|--|
| a) | Staff did not complete the IRP and did not assign the work activities in a timely manner. |
| b) | Steps to self-sufficiency on IRP in the case files were missing end dates in the work activity assignment. |
| c) | No documentation of timely follow-ups or attempted customer contact. (Case |

| |
|--|
| Management) |
| d) A sanction was not requested in a timely manner for the participant. (Pre-Penalties/Sanctions) |
| Recommendation |
| Staff should ensure appropriate actions are taken timely and documented accurately. |
| Agree/ Disagree |
| Agree |
| Resolution |
| a & b) The Supervisor reviewed the IRP policy on completing IRPs and assigning activities with WTP staff. The WTP Program Manager conducted a region-wide training covering these observations with WTP staff in April 2023. The WTP Supervisors are continuing to conduct random reviews of the caseloads to ensure policy compliance. |
| c) The Supervisors provided training to WTP Staff to ensure timely attempts to engage customers are documented. WTP Program Manager also covered this observation during a region-wide training with WTP staff in April 2023. Compliance is being reviewed during monthly supervisor desk reviews and routine QATC monitoring. |
| d) A process has been implemented to ensure proper staff coverage, and penalties are requested timely when assigned to staff. Center Managers and Supervisors have also facilitated one-on-one discussions with team members regarding proper protocol when requesting time off and coordinating staff coverage. WTP Program Manager also covered this observation during a region-wide training with WTP staff in April 2023. |

B. 21 WTP transitional files were reviewed, 7 from each center.

There were no findings.

There was 1 observation.

| |
|--|
| Observation WTP File/System Review |
| Although the participant was eligible to receive Transitional Services (TS), services were opened and issued on a date prior to the date that the case was changed from Mandatory to TS. |
| Recommendation |
| Staff should ensure that cases are correctly processed when changing from Mandatory status to Transitional status, and when opening and providing related services. |
| Agree/ Disagree |
| Agree |
| Resolution |

WTP Supervisor began reviewing all mandatory cases five days prior to the scheduled transfer to ensure customers received all Mandatory services and that eligible services were coded correctly. WTP Program Manager also conducted a region-wide training covering this observation with WTP staff in April 2023.

C. 1 WTP Upfront Diversion files were reviewed from South.

There were no findings.

There was 1 observation.

| |
|---|
| Observation WTP File/System Review |
| Staff did not enter the employment verification in the customer's OSST file, and the Up-Front Diversion forms were incomplete. (Up-Front Diversion) |
| Recommendation |
| Staff should ensure appropriate actions are taken timely and documented accurately. |
| Agree/ Disagree |
| Agree |
| Resolution |
| WTP staff attended the Talyor Hall Regional training on 4/30/23 that covers Upfront Diversion services. WTP Program Manager also conducted region-wide training covering this observation with WTP staff In April 2023. |

VI. Supplemental Nutritional Assistance Program (SNAP)

10 SNAP files were reviewed from Central.

There was 1 finding.

| |
|---|
| SNAP File/System Review |
| Required hours were not assigned to the participant in the SNAP E&T component for one month. (Engagement) |
| Recommendation |
| SNAP Success Coaches should ensure that required monthly hours are assigned. |
| Agree/ Disagree |
| Agree |
| Resolution |
| The case could not be corrected. The Program Manager coached the Supervisor, Assistant Center Manager, and the Center Managers regarding the appropriate assignment of activities according to local policy. Adherence to the policy is being reviewed during monthly supervisor desk reviews and QATC monitorings. |

There was 1 observation.

| |
|--|
| Observation SNAP File/System Review |
| Staff did not follow local penalty procedures when determining compliance for lifting a pending sanction for the participant. (Conciliations and Sanctions) |
| Recommendation |
| SNAP Success Coaches should ensure local penalty procedures are followed and penalties are properly processed. |
| Agree/ Disagree |
| Agree |
| Resolution |
| In March 2023, the SNAP Supervisor reviewed the sanction policy with the Center Manager. Sanctions will be monitored during monthly supervisor desk reviews and QATC monitoring. |

RECOMMENDATION

None. For information purposes only.

Memorandum #03 – 23 (QA)

To: Broward Workforce Development Board, Inc./CareerSource Broward
Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: Acceptance of the DEO Financial and Programmatic Monitoring Report
dated December 1, 2022

Date: August 7, 2023

SUMMARY

The Florida Department of Economic Opportunity (DEO) issued their Financial and Program Monitoring Report on 12/1/22 for the period 4/21 through 3/22. They reviewed a total of 166 program files consisting of 6,502 elements. There were 0 fiscal findings, observations, and technical assistance items. There were 9 program findings and 6 non-compliance issues. The program findings equate to an error rate of .14% less than 1%. All findings and non-compliance issues were corrected except where cases were closed, and no further action could be taken. Our Corrective Action Plan was accepted on 4/13/23.

BACKGROUND

DEO conducted its annual fiscal and program monitoring review in June 2022. The review covered the period 4/1/21 through 3/31/22.

The following programs were reviewed:

1. Financial management practices, record keeping, safeguards and reporting
2. Welfare Transition Program (WTP)
3. Supplemental Nutrition Assistance Program (SNAP)
4. Workforce Innovation and Opportunity Act (WIOA)
5. Trade Adjustment Assistance (TAA)
6. Wagner-Peyser (WP)
7. Jobs for Veterans State Grant (JVSG)
8. Any identified special projects operational during the review period

DISCUSSION

State Findings for the period of April 2021 – March 2022

Fiscal Review: There was 1 fiscal non-compliance issue. DEO posited that CSBD had not updated its Administrative Plan since 2011. CSBD does not agree with this issue because the Administrative Plan, unlike the 4-Year Workforce Plan, is not a statutory or regulatory requirement. DEO last requested that an Administrative Plan be submitted or updated in 2011, and has been silent in this regard for the past 12 years. DEO has not issued guidance, requested an update, or reviewed the Administrative Plan in all this time. The Administrative Plan is a summary of the CSBD Fiscal and Administrative Policies. These policies have been updated, and DEO has reviewed them many times over the years. CSBD is updating the Plan, as the monitors have requested, however it has no impact on operations as staff operated based upon current CSBD, State and Federal policies.

Program Review: The DEO identified 9 program findings, along with 6 “non-compliance issues,” which must be corrected to avoid a future finding. All the findings and non-compliance issues were corrected. 166 files were reviewed consisting of 6,502 elements. The findings equate to an error rate of .14% less than 1%.

Program findings and observations are forwarded to Career Center and Program Managers as well as to service providers, if appropriate, for responses and resolution. The findings and observations are presented below, along with the corrective action taken.

There were 0 Fiscal Findings.

There was 1 Fiscal Non-compliance Issue:

| Non-Compliance Issue FMA 22.22.01 – Category 3.0 Internal Control Environment |
|---|
| CSBD's Administrative Plan, which was last revised in January 2011, contained information, processes, and references that were outdated. The updated financial and activity specific policies do not address all areas of CSBD's administrative functions. |
| Recommendation |
| CSBD should review and update its Administrative Plan to ensure it reflects all current policies and processes as well as adherence with applicable state and federal laws, rules, regulations, policies, guidance, and the terms of the Subrecipient Agreement. |
| Agree/Disagree |
| Disagree |
| Resolution |
| <ul style="list-style-type: none">• CSDB requested that this issue be categorized as a Technical Assistance matter because DEO has never requested that the Administrative Plan be updated, although the Local Workforce Plan is updated every 2 years. Additionally, no DEO communiques regarding updates to program and fiscal policies reference the Administrative Plan, so there was no signal from the state that this was required.• CSBD indicated to DEO that we have current written administrative policies, procedures, and fiscal controls in place, as evidenced from their provision to DEO and having no fiscal findings from the current and past monitoring.• CSBD did agree to update the Administrative Plan. |

There were **9** Program Findings:

| |
|---|
| Finding WT 22.22.01 – Documentation of Activity Hours Recorded on the Job Participation Rate (JPR) Screen |
| Documentation in 1 participant case file did not support Job Participation Rate (JPR) hours reported to the DCF or HHS. |
| Recommendation |
| CSBD should ensure that documentation for participation rate hours are verified by staff prior to entering the hours in OSST. |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none">• This was an isolated incident.• Projected hours were recorded instead of actual hours. The projected hours were removed and the case has since closed.• Annual WTP training 10/28/2022, covered required documentation to support JPR hours.• Our QA monitoring tool addresses compliance with documentation of activity hours on the Job Participation Rate Screen. |

| |
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| Finding WT 22.22.02 – Pre-penalty and Sanction Process |
| There was no evidence of a verbal attempt to contact 2 participants during the 10-day counseling period when a pre-penalty was initiated. |
| Recommendation |
| CSBD should attempt to contact participants during the 10-day counseling period so they are aware of the program requirements & OSST case notes are entered. |
| Agree/Disagree |
| Agree |
| Resolution |

- In both cases, staff were successful in orally contacting the participants; however, this was not fully documented in the case note.
- Annual WTP, training 10/28/2022 included a review of required documentation of the pre-penalty process.
- On 12/6/2022, the WTP Program Manager sent an email to WTP staff reminding them of the pre-penalty process that requires counseling to be documented in the case note.
- The QA monitoring tool reviews compliance with pre-penalty & sanction process.

Finding SNAP 22.22.03 – Sanction Lift Warranted

Two participants did not have a sanction lift requested when warranted upon compliance with program requirements.

Recommendation

CSBD should ensure that a sanction lift is requested in OSST when a participant complies with program requirements.

Agree/Disagree

Agree

Resolution

- For these two cases, the sanction lifts were requested, but not completed in a timely manner. The responsible staff member is no longer employed at CSBD.
- CSBD has since created a tracker where staff monitors the 594-activity code in the initial engagement process to ensure that sanction lifts occur at the appropriate time. The sanction lifts are reviewed bi-weekly by the SNAP Supervisor. On 8/16/22, the SNAP Supervisor updated staff regarding the new process.
- Our QA monitoring tool reviews compliance with proper documentation of the sanction process. This item has and will continue to be monitored throughout the program year by Quality Assurance staff, SNAP Supervisors, and external monitors.
- Actions taken if staff fails to follow the requirements will include refresher training, job shadowing, and counseling up to termination.

Finding SNAP 22.22.04 – Assignment of Activity Hours

A participant was not assigned to 80 hours per month in work activities.

Recommendation

CSBD should ensure that participants are assigned to 80 hours per month in required work activities.

Agree/Disagree

| |
|---|
| Disagree |
| Resolution |
| <ul style="list-style-type: none"> • We disagree with this finding. • The case was granted an exemption by DCF, and the customer was no longer required to participate in the program. • Upon discussion with the customer and his mother, 80 activity hours were not assigned because the mother explained that the customer was “obviously physically or mentally unfit,” per DCF’s exemption rules. Instead, the customer was referred to DCF to request an exemption and DCF did grant the requested exemption. • Staff have since continued assigning 80 hours to each participant assigned to the region until an exemption by DCF is received, regardless of their ability to participate in the program. Further, CSBD sent a recommendation to DEO to consider adding a “Deferral Status” (similar to WTP) for cases that are pending exemption, but it has not yet been implemented. • Our QA monitoring tool reviews compliance with proper assignment of activity hours. This item has been and will continue to be monitored throughout the program year by Quality Assurance staff, SNAP Supervisors, and external monitors. Since the review, we have not found this to be a recurring issue. • Actions taken if staff fails to follow the requirements will include refresher training, job shadowing, and counseling up to termination. • |

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| Finding WIOA 22.22.05 – Incumbent Worker Training (IWT) |
| Two IWT participant contracts were missing the required language regarding the use of funding. |
| Recommendation |
| CSBD should ensure IWT agreements/contracts contain the required verbiage regarding how work-based funds provided to employers must or must not be used. |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • The IWT Master Agreement template was updated to include the requirement not to place participants during a strike. |

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|---|
| Finding WIOA 22.22.06 – Recording of Individualized Career Services |
| Two participants enrolled in an On-the-Job Training (OJT) activity were missing documentation of the OJT on their Individualized Employment Plan (IEP). |
| Recommendation |
| CSBD should ensure details of the OJT assignment are incorporated into participant IEPs. |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • These cases could not be corrected as they were closed prior to the monitoring. • Staff were previously using the OJT Training Plan in place of the IEP, as it outlines short-term and long-term goals to document the OJT activity. Staff training tools and the WIOA Training Manual were updated to include the required utilization of the IEP to document OJT activities. • The 6/15/2022 department staff meeting included training on documenting the OJT activity on the IEP. • On 06/17/2022, the WIOA Program Manager also sent an email reminding staff that the IEP must be completed for every participant enrolled in an OJT activity. • On 9/20/2022, the WIOA Program Manager conducted annual staff training, which reviewed this requirement. • Our QA monitoring tool includes a file sample review to assure compliance with proper OJT activity documentation. Further, subsequent internal monitoring focused on compliance and we have not seen evidence of recurrence. |

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| Finding WP 22.22.07 – Employer-Entered Job Order Review and Verification (<i>Prior Year Issue</i>) |
| Five employer-entered job orders were missing documentation of CSBD staff review or verification within two business days. (Job Order Unit-5) |
| Recommendation |
| CSBD should ensure employer-entered job orders are reviewed for compliance within two business days of entry in Employ Florida. |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • These job orders were no longer open and could not be corrected. • The Quality Assurance and Training Coordinators (QATCs) began conducting routine spot checks on new job orders to verify that staff have reviewed assigned |

job orders within two business days and the related training presentations were updated to reflect this additional monitoring process.

- Staff trainings on the use of the QA Monitoring Tool were held with Job Order Unit staff on 9/20/2022 and 12/21/2022.
- Our QA monitoring includes a review to assure compliance with the timely verification of job orders. This item has been and will continue to be monitored by Quality Assurance staff and by the Job Order Unit during monthly desk reviews.
- The 2022-2023 QA Program Monitoring was updated to reflect increased monitoring of job orders.
- CSBD's external monitoring included an increased focus on compliance and no evidence of recurrence was seen amongst the sample job orders they reviewed.

Finding WP 22.22.08 – Job Order Minimum Wage Rate Verification

One job order had no documentation to support that staff verified the job order paid at least the State's minimum wage.

Recommendation

CSBD should ensure they verify and document that the employer wage rate for the position is at or above the Florida minimum wage (unless exempt). For job orders listed at or below minimum wage, staff documentation must be recorded as a case note on the job order in Employ Florida.

Agree/Disagree

Agree

Resolution

- The identified job order was closed because staff was unable to verify the wage with the employer.
- The QATCs began conducting routine spot checks on new job orders to confirm that staff has verified the wage is at least the Florida Minimum Wage and the related training presentations were updated to reflect this additional monitoring process.
- Staff trainings on the use of the QA Monitoring Tool were held with Job Order Unit staff on 9/20/2022 and 12/21/2022.
- Our QA monitoring includes a review to assure compliance with verification of wages. This item has been and will continue to be monitored by Quality Assurance staff and by the Job Order Unit during monthly desk reviews.
- The 2022-2023 QA Program Monitoring was updated to reflect increased monitoring of job orders.

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| Finding WP 22.22.09 – Job Seeker Permission for Referrals (<i>Prior Year Issue</i>) |
| <p>A. One staff-assisted Employ Florida registration was missing documentation of the customers' permission to create their new Employ Florida accounts. (Central-1)</p> <p>B. One staff-entered referral was missing documentation of the customers' permission to refer the job seeker to the job order.</p> |
| Recommendation |
| Staff must ensure they verify and document that the job seeker's permission was granted prior to or on the same day of the job seeker's registration when registering individuals in Employ Florida and when doing referrals to job orders. |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • The file is no longer active because employment was found on 6/11/2021. • During the 9/2/2022 and 9/29/2022 departmental meetings, registration and referral permissions were reviewed with staff. • Our QA monitoring includes a review to check for documentation of the job seeker's permission to create an Employ Florida registration and permission to be referred to a job order. This item has been and will continue to be monitored throughout the program year by Quality Assurance staff, Program Supervisors, and external monitors. |

There were **6** non-compliance issues:

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| Non-Compliance Issue WT 22.22.01 – Documentation of Safety Plan Elements |
| An Individual Responsibility Plan (IRP) did not include the required elements from the safety plan of a domestic violence victim. |
| Recommendation |
| CSBD should ensure that elements from the safety plan are included in the IRP for victims of domestic violence. |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • This was an isolated incident. • This occurred approximately one month after the participation waivers were lifted in WTP, which was the reason for the oversight. • The case was closed and could not be updated. |

- On 10/28/2022, annual WTP staff training covered proper documentation of safety plan elements on the IRP for participants identified as victims of domestic violence.
- Our QA monitoring tool reviews compliance of proper documentation of safety plan elements on the IRP for participants identified as victims of domestic violence. This item has and will continue to be monitored throughout the program year by Quality Assurance staff, WTP Supervisors and external monitors.
- Actions taken if staff fails to follow the requirements will include refresher training, job shadowing, and counseling up to termination.

Non-Compliance Issue SYEP 22.22.02 – TANF Summer Youth Employment Program (SYEP)

The TANF SYEP Eligibility Screening form was not signed to determine eligibility for one participant.

Recommendation

CSBD should ensure participants' TANF SYEP Eligibility Screening forms are completed correctly and signed and dated prior to enrolling a participant in the SYEP.

Agree/Disagree

Agree

Resolution

- This was an isolated incident.
- The date on the Florida screens that were printed out to substantiate eligibility did not match the date the SYEP eligibility form was signed because it was later decided to enroll the participant as TANF SYEP. This has never been cited as an issue previously.
- Moving forward, SYEP will ensure that the Florida screens are printed before or during the SYEP eligibility interview, as evidenced by the print date, when the actual eligibility forms are signed during the SYEP in-person eligibility screening interview.

Non-Compliance Issue SNAP 22.22.03 – Initial Engagement Process (OSST 590-Code)

Six participant files did not have their initial appointment status selected within two business days of completion of the appointment of "No Show" as required.

Recommendation

CSBD should ensure that the 590-status code is entered in OSST within two business days of completion of the appointment or no-show.

| |
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| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • The required actions were completed, but not within the two-business day window. These cases were worked by SNAP staff members who are no longer employed at CSBD. • Documentation of retraining and notification for staff to monitor results of the 590-appointment setting code in OSST was included in the training presentations sent to staff on 3/23/2022. • From October to November 2022, the Program Manager conducted a sample review of the 590-codes entered in OSST, which all indicated that the appointments were entered timely. • CSBD has updated its SNAP QA Monitoring Tool to review for timely OSST entry of the 590 code. This item has been and will continue to be monitored by Quality Assurance staff and the SNAP Supervisor. • Actions taken if staff fails to follow the requirements will include refresher training, job shadowing, and counseling up to termination. |

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| Non-Compliance Issue WP 22.22.04 – Staffing (Private/Temporary Employment Agencies) (Prior Year Issue) |
| One job order offered by staffing (private/temporary employment) agencies did not include the phrase “Position offered by no-fee agency” in the job description. |
| Recommendation |
| Staff must ensure all job orders for private employment/staffing agencies must contain the phrase “Position offered by a no-fee agency.” |
| Agree/Disagree |
| Agree |
| Resolution |
| <ul style="list-style-type: none"> • This was an isolated incident. • The job order was updated to include the phrase “Position offered by no-fee agency” in the job description section. • The QATCs conducted daily spot checks on new job orders to verify that staffing agency job orders contain the phrase “Position offered by no-fee agency” in the job description section. • The QATC and the Job Order Unit conduct reviews of job orders to check for compliance. • Staff training was held on 9/20/2022 and 12/21/2022 with all JOU staff on using the QA Monitoring Tool, which checks if a staffing agency job order contains the |

phrase “Position offered by no-fee agency” in the job description section.

- Training presentations were updated to include this process.
- Our QA monitoring includes a review to assure compliance that staffing agency job orders contain the phrase “Position offered by no-fee agency” in the job description section. This item has been and will continue to be monitored by Quality Assurance staff and by the Job Order Unit during monthly desk reviews.

Non-Compliance Issue WP 22.22.05 – Job Referrals (*Prior Year Issue*)

One job order had a staff referral with unqualified job seekers.

Recommendation

Staff must ensure that the “job development” job order type is used instead of “job referral” when accounting for the “reverse referral” of an individual pre-selected to fill a job prior to the entry of the referral in Employ Florida, to avoid future identification of unqualified job seekers.

Agree/Disagree

Agree

Resolution

- In this case, the individual was referred to be considered for a WIOA OJT. The job seeker did not have to meet the minimum qualifications because the employer had already indicated that they were willing to train the individual if awarded an OJT contract was documented in the 10/6/21 case note. The employer was interested in hiring the customer and providing the needed training and this was considered a reverse referral. Under WIOA, reverse referrals by employers of individuals who need training to be able to qualify for a posted job are allowed.
- CSBD staff have been advised that moving forward, they are to use the “job development” job order type for reverse referrals and similar situations.
- Our QA monitoring includes a review to assure compliance that the job seeker being referred meet the minimum requirements on job orders. This item has been and will continue to be monitored by Quality Assurance staff.
- The 2022-2023 QA Program Monitoring was updated to reflect increased monitoring of job orders.

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| Non-Compliance Issue WP 22.22.06 – RESEA Red Flag Drop-off Report |
| One participant was identified as not being managed and appeared on the RESEA Red Flag Drop-Off Report. |
| Recommendation |
| CSBD should ensure that cases are managed within 90 days so that they do not appear on the RESEA Red Flag Drop Off Report. |
| Agree/Disagree |
| Disagree |
| Resolution |
| <ul style="list-style-type: none"> • We disagree with this ONI because the RESEA participant was a no-show but then appeared 2 days after his original appointment. Staff resulted and completed all required documentation. His name should not have appeared on the Red Flag Report list. • During the review, on 6/21/22, CSBD staff discussed the matter with DEO reviewers. CSBD staff believed that since the customer showed up and all requirements were completed, this would “override” the no-show. • CSBD staff have been advised that moving forward, they are to contact the DEO Performance and Analysis Unit for assistance and guidance in future cases when a RESEA participant shows up a few days after their original appointment and all required documentation is resulted and completed by staff. • RESEA staff also routinely review the Red Flag and Yellow Flag reports to ensure timely management of cases. |

RECOMMENDATION

None. For information purposes only.

Memorandum #28-22 (OPS) Revised

To: Broward Workforce Development Board, Inc./CareerSource Broward
Council of Elected Officials

From: Carol Hylton, President/CEO

Subject: WIOA Youth Performance for Program Year (PY) 22/23

Date: August 9, 2023

SUMMARY

CSBD funds 4 Out-of-School (OSY) and 2 In-School Youth (ISY) programs. The youth receive case management, career pathway planning, occupational skills training, and job readiness preparation. This Youth Performance report provides the Executive Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act (WIOA). As reported previously the providers implemented strategic recruitment, engagement, and placement plans and were successful. We congratulate our OSY and ISY providers on their successes during the program year.

BACKGROUND

For Program Year 23/24 CSBD funded 4 OSY program contracts for the delivery of WIOA youth services as follows:

1. The School Board of Broward County (SBBC) – GED for High School Drop Outs
2. The Fort Lauderdale Independent Training and Education (FLITE) Center – 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.

Each OSY program serves youth between ages 17-24 through case management, referrals to WIOA-funded services, career pathway and planning, employability skills training, and paid work experience as well as access to the WIOA 14 elements as appropriate to the youth.¹

CSBD also funded 2 ISY program contracts for the delivery of WIOA youth services, serving seniors to assure they stay attached to school through graduation. The seniors receive a work experience and have access to the WIOA 14 elements as appropriate to the youth, as follows:

1. SBBC
2. Junior Achievement of South Florida (JASF)

¹ The WIOA 14 elements are the individual services allowed which help youth succeed such as tutoring, work experience, case management, employability skills, ITA's, counseling, follow up, citizenship, financial literacy, etc.

DISCUSSION

This Youth Performance report provides the Youth Committee with provider performance as required under their agreements and in accordance with WIOA. As reported previously the providers' implemented strategic recruitment plans and were successful. All of our providers have met their enrollment contract deliverables. The charts below give the Committee members an overview of each provider's performance from 7/1/22 to 6/30/23.

OSY Programs

The SBBC program provides youth with assistance towards obtaining their high school credential together with individual pathway plans and employability skills training.

| SBBC GED Program | | | |
|--|----------|--|---------------|
| Contract Deliverables | Due Date | Current Performance | CSBD Comments |
| Enroll 135 youth into the OSY GED program. | 6/30/23 | 137 youth were enrolled. 24 youth were carried forward from PY 21/22. | |
| 90% of youth enrolled must achieve a Measurable Skills Gain (MSG). | 6/30/23 | 128 youth (93%) received an MSG. | |
| Of the 94 youth that must exit by 6/30 80 youth (85%) must complete their GED by 6/30/23. | 6/30/23 | 94 youth (100%) have obtained their GED. | |
| Of the 94 youth that must exit prior to 6/30, 80 youth (85%) must enter the military, post-secondary education, or be in unsubsidized employment during the 2 nd quarter after exit. | 6/30/23 | 107 youth have exited, 93 (87%) have been placed. | |

HANDY's The LIFE Program serves youth with barriers to employment and education through case management; referral to WIOA funded services, work experience, career pathway planning, job placement, and follow up services.

| HANDY – THE LIFE PROGRAM | | | |
|---|-----------------|---|--|
| Contract Deliverables | Due Date | Current Performance | CSBD Comments |
| Enroll 30 OSY | 6/30/23 | 30 youth were enrolled. 11 youth were carried forward from PY 21/22. | |
| 100% of youth enrolled in training must achieve a measurable skills gain (MSG). | 6/30/23 | 5 youth were enrolled in training. To date, 3 have received a measurable skills gain. | 2 of the youth have had intervening issues and are not participating at this time. |
| 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. | 6/30/23 | 3 youth in training have obtained their credential (60%). | |
| Of the 15 youth that will exit prior to 6/30/23; 13 youth (85%) shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit. | 6/30/23 | 18 youth have exited, 11 youth (61%) have been placed. | |

FLITE's Let's Get to Work program serves foster care youth with on-site GED preparation, employability skills training, and WEX to ensure the successful transition into adulthood.

| THE FLITE CENTER | | | |
|--|----------|---|---------------|
| Contract Deliverables | Due Date | Current Performance | CSBD Comments |
| Enroll 36 - 45 youth. | 6/30/23 | 45 youth were enrolled. 16 youth were carried forward from PY 21/22. | |
| 100% of youth enrolled in training must achieve a measurable skills gain. | 6/30/23 | N/A - No youth are enrolled in training. | |
| 100% of youth enrolled in training must obtain their GED or post-secondary credential in the year that they exit. | 6/30/23 | N/A - No youth are enrolled in training. | |
| Of the 18 youth that must exit prior to 6/30/23; 15 youth / 85% of the youth shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit. | 6/30/23 | 36 youth have exited, and 28 (78%) have been placed. | |

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.

| CILB | | | |
|---|-----------------|--|---------------------|
| Contract Deliverables | Due Date | Current Performance | CSBD Comment |
| Enroll 12 - 15 youth | 6/30/23 | 12 youth were enrolled. | |
| Of the 6 youth that must exit prior to 6/30/23; 5 youth or 85% of the 6 youth shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit. | 6/30/23 | 6 youth have exited and 6 (100%) have been placed. | |

ISY Programs

SBBC ISY provides youth with assistance towards obtaining their high school credentials together with individual pathway plans and employability skills training.

| SBBC ISY Program | | | |
|---|-----------------|----------------------------------|----------------------|
| Contract Deliverables | Due Date | Current Performance | CSBD Comments |
| Enroll 50 high school seniors into the ISY program. | 6/30/23 | 50 youth were enrolled. | |
| 100% of youth enrolled must achieve a Measurable Skills Gain (MSG). | 6/30/23 | 50 youth (100%) received an MSG. | |
| Of the 50 youth that must exit by 6/30 45 youth (90%) must complete their High School Diploma by 6/30/23. | 6/30/23 | 49 youth (98%) have graduated. | |

| SBBC ISY Program | | | |
|---|----------|---|---------------|
| Contract Deliverables | Due Date | Current Performance | CSBD Comments |
| Of the 50 youth that must exit by 6/30, 45 youth (90%) must enter the military, post-secondary education or be in unsubsidized employment during the 2 nd quarter after exit from the program. | 6/30/23 | 49 youth have exited, 49 youth (100%) have been placed. | |

JASF ISY provides youth with employability skills training and assists youth with planning their individual career pathways.

| JASF ISY Program | | | |
|---|----------|--|---------------|
| Contract Deliverables | Due Date | Current Performance | CSBD Comments |
| Enroll up to 25 high school seniors into the ISY program. | 6/30/23 | 15 youth were enrolled. | |
| 100% of youth enrolled must achieve a Measurable Skills Gain (MSG). | 6/30/23 | 15 youth (100%) have earned a MSG. | |
| Of 25 youth that must exit by 6/30 23 youth (90%) must complete their High School Diploma by 6/30/23. | 6/30/23 | 13 youth have graduated. | |
| Of the 25 youth that must exit prior to June 30, 23 youth (90%) of the 50 youth must enter the military, post-secondary education, or be in unsubsidized employment during the 2 nd quarter after exit from the program so as to be considered as having met the "employment measure." | 6/30/23 | 11 youth have exited, 10 (91%) have been placed. | |

RECOMMENDATION

None. For information purposes only.

Overview of the CareerSource Broward Region
Not Seasonally Adjusted
August 18, 2023

- The unemployment rate in the CareerSource Broward region (Broward County) was 3.0 percent in July 2023. This rate was 0.1 percentage point greater than the region's year ago rate of 2.9 percent. The region's July 2023 unemployment rate was 0.1 percentage point lower than the state rate of 3.1 percent. The labor force was 1,102,534, up 33,344 (+3.1 percent) over the year. There were 33,544 unemployed residents in the region.

Fort Lauderdale-Pompano Beach-Deerfield Beach Metro Division

- In July 2023, nonagricultural employment in the Fort Lauderdale-Pompano Beach-Deerfield Beach MD was 896,500, an increase of 16,900 jobs (+1.9 percent) over the year.
- The Trade, Transportation, and Utilities (+3.0 percent); Financial Activities (+2.9 percent); and Professional and Business Services (+2.8 percent) industries grew faster in the metro area than statewide over the year.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD was tied for the second highest annual job growth compared to all the metro areas in the state in the Trade, Transportation, and Utilities (+6,000 jobs) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the second fastest annual job growth rate compared to all the metro areas in the state in the Trade, Transportation, and Utilities (+3.0 percent) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the third highest annual job growth compared to all the metro areas in the state in the Financial Activities (+2,100 jobs) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the third fastest annual job growth rate compared to all the metro areas in the state in the Financial Activities (+2.9 percent) industry.
- The industries gaining jobs over the year were Trade, Transportation, and Utilities (+6,000 jobs); Professional and Business Services (+4,700 jobs); Education and Health Services (+3,800 jobs); Financial Activities (+2,100 jobs); Leisure and Hospitality (+1,700 jobs); and Other Services (+700 jobs).
- The industries losing jobs over the year were Construction (-1,300 jobs); Information (-300 jobs); Government (-300 jobs); and Manufacturing (-200 jobs).

Note: Items may not add to totals or compute to displayed percentages due to rounding. All data are subject to revision.
Source: Florida Department of Commerce, Bureau of Workforce Statistics and Economic Research.

| Unemployment Rates | | | |
|---------------------------------------|---------------|---------------|---------------|
| (not seasonally adjusted) | Jul-23 | Jun-23 | Jul-22 |
| CareerSource Broward (Broward County) | 3.0% | 2.9% | 2.9% |
| Florida | 3.1% | 3.0% | 3.0% |
| United States | 3.8% | 3.8% | 3.8% |

| Ft. Lauderdale-Pompano Beach-Deerfield Beach Metropolitan Division | | | | | Florida | | | | Annualized Avg. Wages Broward County, Q4 2022 |
|---|---------------|---------------|---------------|---------------------------|----------------|---------------|---------------|---------------------------|--|
| Nonagricultural Employment by Industry (not seasonally adjusted) | Jul-23 | Jul-22 | change | percent change | Jul-23 | Jul-22 | change | percent change | |
| Total Employment | 896,500 | 879,600 | 16,900 | 1.9 | 9,655,700 | 9,339,600 | 316,100 | 3.4 | \$64,897.03 |
| Mining and Logging | #N/A | #N/A | #N/A | #N/A | 5,900 | 5,600 | 300 | 5.4 | \$68,928.56 |
| Construction | 47,900 | 49,200 | -1,300 | -2.6 | 614,400 | 605,800 | 8,600 | 1.4 | \$73,713.95 |
| Manufacturing | 30,300 | 30,500 | -200 | -0.7 | 424,700 | 411,500 | 13,200 | 3.2 | \$70,871.97 |
| Trade, Transportation, and Utilities | 207,300 | 201,300 | 6,000 | 3.0 | 1,968,500 | 1,917,300 | 51,200 | 2.7 | \$64,398.34 |
| Wholesale Trade | 54,500 | 52,900 | 1,600 | 3.0 | 395,600 | 379,100 | 16,500 | 4.4 | \$97,776.79 |
| Retail Trade | 108,900 | 107,700 | 1,200 | 1.1 | 1,141,500 | 1,121,100 | 20,400 | 1.8 | \$47,371.90 |
| Transportation, Warehousing, and Utilities | 43,900 | 40,700 | 3,200 | 7.9 | 431,400 | 417,100 | 14,300 | 3.4 | \$70,718.20 |
| Information | 20,200 | 20,500 | -300 | -1.5 | 157,100 | 156,900 | 200 | 0.1 | \$125,753.86 |
| Financial Activities | 74,000 | 71,900 | 2,100 | 2.9 | 682,800 | 668,900 | 13,900 | 2.1 | \$102,703.37 |
| Professional and Business Services | 174,200 | 169,500 | 4,700 | 2.8 | 1,634,300 | 1,594,600 | 39,700 | 2.5 | \$82,776.15 |
| Education and Health Services | 116,900 | 113,100 | 3,800 | 3.4 | 1,471,600 | 1,374,700 | 96,900 | 7.0 | \$64,342.77 |
| Leisure and Hospitality | 95,400 | 93,700 | 1,700 | 1.8 | 1,302,700 | 1,244,400 | 58,300 | 4.7 | \$35,563.92 |
| Other Services | 34,600 | 33,900 | 700 | 2.1 | 353,500 | 343,000 | 10,500 | 3.1 | \$49,462.09 |
| Government | 95,600 | 95,900 | -300 | -0.3 | 1,040,200 | 1,016,900 | 23,300 | 2.3 | \$83,970.54 |

| Population | 2022 | 2021 | change | percent change |
|---------------------------------------|-------------|-------------|---------------|---------------------------|
| CareerSource Broward (Broward County) | 1,947,026 | 1,935,729 | 11,297 | 0.6 |
| Florida | 22,244,823 | 21,828,069 | 416,754 | 1.9 |

| Average Annual Wage | 2022 | 2021 | change | percent change |
|---------------------------------------|-------------|-------------|---------------|---------------------------|
| CareerSource Broward (Broward County) | \$66,749 | \$63,542 | \$3,207 | 5.0 |
| Florida | \$63,811 | \$60,299 | \$3,512 | 5.8 |

Note: Items may not add to totals or compute to displayed percentages due to rounding. All data are subject to revision.
Source: Florida Department of Commerce, Bureau of Workforce Statistics and Economic Research.