

**SAVE THE DATE  
PLANNING SESSION  
APRIL 23, 2026  
11:30 A.M. –  
4:00 P.M.**

# **AGENDA**

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

# **Meeting #268**

**Join Zoom Meeting Details:**

**Meeting ID:**  
852 3312 4925

**Passcode:**  
635450

**Call-in number:**  
+1 646 876 9923

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

**THURSDAY  
February 26, 2026  
12:00 P.M.**

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

## 2026 MEETING SCHEDULE

Broward Workforce Development Board, Inc./CareerSource Broward  
Council of Elected Officials and Executive Committee

*All BWDB, Inc./CareerSource Broward Council of Elected Officials Partnership and  
Executive Committee Meetings are scheduled at 12 noon.*

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

All members are encouraged to attend in person.  
For accessibility, all meetings will also have a Zoom option.

### Executive Committee Meetings

Month	Day
February	2/9
April	4/13
May	5/11
June	6/8
August	8/10
October	10/12
December	12/1 (Tuesday*)

### Board Meetings

Month	Day
February	2/26
April	4/23 Board & Planning Session
May	5/28
June	6/25
August	8/27
October	10/22
December	12/10

\* Due to the proximity to the Thanksgiving Holiday weekend.



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**AGENDA**

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

**Partnership Meeting #268  
Thursday, February 26, 2026  
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/85233124925?pwd=AF4JATjibak5dbjTjY68215yamdXyB.1>

**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.**

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**PLEDGE OF ALLEGIANCE**

**IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS**

**PRESENTATION**

Presentation of a plaque to Dr. Lisa Knowles.

**MISSION MOMENT**

**APPROVAL OF MINUTES**

Approval of the 12/11/25 BWDB meeting minutes.

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	Minutes of the Meeting

**Pages 11 – 20**

Approval of the 1/15/26 CSBD Council of Elected Officials meeting minutes.

<b>RECOMM</b>	Approval
<b>ACTION</b>	<b>Motion for Approval by CSBD Council of Elected Officials</b>
<b>EXHIBIT</b>	Minutes of the Meeting

**Pages 21 – 23**

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## CONSENT AGENDA

*Consent Agenda items 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**

<b>RECOMM ACTION</b>	Approval Motion for Approval
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#### **1. Monthly Performance Report**

The current performance for the month of December is provided. The data reflects that within the Big 6 Regions, CSBD is in a three-way tie for 1<sup>st</sup> in WIOA Entered Employment Rate (EER), ranks 1<sup>st</sup> in Welfare Transition All Family Participation Rate and Two-Parent Participation Rate, and ranks 2<sup>nd</sup> in WTP EER and WP EER.

<b>ACTION EXHIBIT</b>	None Performance Report for December
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**Pages 24 – 35**

#### **2. Letters of Support**

Letters of support were written for 1) Hispanic Unity of Florida's appropriation request to strengthen their Career and Technical Education program 2) Vocational Rehabilitation Specialists, Inc.'s Homeless Veterans' Reintegration Program 3) Guardians Involved for Tomorrow's Maximizing Out-of-School Time Initiative 4) ChildNet's Youth program to support youth employment services 5) Broward County Port Everglades' U.S. Department of Transportation grant application for the Southport Entrance Realignment Study 6) Early Learning Coalition's School Readiness Program, and Quick Response Training grant applications for 7) Willis Lease Finance Corporation and 8) Pixels on Target, LLC.

<b>ACTION EXHIBIT</b>	None None
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## 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. Anthony Brunson, P.A. Audit for FY 24/25 Presentation**

Anthony Brunson, P.A. has completed its Audit Report for the CareerSource Broward (CSBD) 24/25 fiscal year. The audit is clean and has an unqualified opinion with no findings and no material weaknesses. Mr. Brunson will present the audit report. Approved at the 2/9 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, technology and relevancy.)*

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	24/25 Fiscal Year Audit Report (Copies available at the meeting.)

#### **2. Broward Workforce Development Board (BWDB) Appointments**

Consideration to recommend to the BWDB the appointment of 1) Kris Hopkins, Port Agent and Assistant Vice President, Seafarers International Union of N.A., to represent the Organized Labor category for the slot formerly held by Walberto Utreras and 2) Dr. Kelly Moore, Ed.D., President, Keiser University, Fort Lauderdale campus to represent the Private Post-Secondary category for the slot formerly held by Dr. Lisa Knowles. Both appointments will fill mandatory seats on the BWDB. Approved at the 2/3 Organizational Resources 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.)*

<b>RECOMM</b>	Board to Recommend Approval
<b>ACTION</b>	<b>Motion for Approval by CSBD Council of Elected Officials</b>
<b>EXHIBITS</b>	Profiles

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### 3. In-Person Board Meetings

At the December Board meeting, the Organizational Resources Committee (ORC) was asked to consider whether there should be a minimum number of in-person Board meetings annually. The purpose is to encourage member engagement. The Board meets (7) times per year. The ORC met on 2/3 and discussed the matter at length. The ORC is recommending that members attend (2) meetings in-person in addition to the Board Planning Session, which is already in-person, for a total of (3). As is our custom, we provide a chart of members' attendance for consideration during membership renewal. We will add in-person and virtual attendance to the chart. Approved at the 2/3 ORC 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.)*

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	None

### 4. Memorial Healthcare Work-Based Training

Healthcare occupations are in high demand in Broward County. To assist individuals entering these occupations, Memorial Healthcare System is seeking to provide On-the-Job Training and Incumbent Worker Training. We anticipate obligating up to \$250,000 across these work-based options. Because Board member Shane Strum serves as the Interim Chief Executive Officer of Memorial Healthcare System, a 2/3 vote of the Board is required. Approved at the 2/9 Executive Committee meeting. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, and educating and connecting them to the workforce system to produce innovative workforce solutions.)*

<b>RECOMM</b>	Approval
<b>ACTION</b>	<b>2/3 Vote for Approval</b>
<b>EXHIBIT</b>	None

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

Consideration to approve the transfer of up to \$520,000 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. CSBD is seeing more Adult-eligible customers than Dislocated Workers. These funds will be used to provide Adult customers with employment services that include 1) occupational skills training 2) work experience 3) Incumbent Worker Training and 4) On-the-Job Training. Approved at the 1/27 One-Stop Services and 2/9 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.)*

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	None

**6. Program Year (PY) 25/26 Revised Budget**

This is our annual update from the preliminary budget presented in June. It is the adjusted budget based upon the final grant awards received by CSBD. The CSBD formula grants for PY 25/26 total \$14,070,073, an increase of \$340,472 or 2% more than the planning numbers presented in June, as we had slightly more carry forward than anticipated. Dedicated grants total \$12,365,024. While some of the dedicated grants were funded at lower levels, we have an overall increase of \$239,882 in those funds. Our total available budget is \$26,435,097 (\$14,070,073 + \$12,365,024) for PY 25/26. Approved at the 1/27 One-Stop Services and 2/9 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.)*

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	Memo #03 – 25 (FS) Revised

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**7. 2026 BWDB Legislative Agenda**

Consideration to approve the 2026 BWDB Legislative Agenda. The agenda focuses on 1) fully funding the public workforce system 2) modifying training and funding policies to align with federal Pell eligibility 3) expanding apprenticeship opportunities and 4) preserving local workforce board control to ensure services remain responsive to local economic and employer needs. Approved at the 1/26 Strategic Planning and 2/9 Executive Committee meetings. *(This is in alignment with the Board's goal to develop and utilize a legislative agenda to improve employment services and opportunities in Florida.)*

**RECOMM**                      Approval  
**ACTION**                      Motion for Approval  
**EXHIBIT**                      2026 BWDB Legislative Agenda

**Pages 44 – 45**

**REPORTS**

**1. General Fund Balance**

As of 6/30/25 the General Fund balance was \$1,361,808. From 7/1/25 through 12/31/25, we realized revenues of \$121,394 and incurred expenditures of \$86,808. The General Fund balance as of 12/31/25 was \$1,396,394. Of this amount, \$607,376 is held in reserve leaving a balance of \$789,018.

**ACTION**                      None  
**EXHIBIT**                      Memo #05 – 25 (FS)

**Pages 46 – 47**

**2. Cherry Bekaert, LLP Fiscal Monitoring - Report #3 Issued 9/25**

Cherry Bekaert conducted fiscal monitoring for the period 3/1/25 through 6/30/25. Cherry Bekaert reviewed a total of 968 elements during the review period. There were no findings or observations. Based upon the total elements reviewed, we had a 0% error rate.

**ACTION**                      None  
**EXHIBITS**                      Memo #06 – 25 (QA)  
Cherry Bekaert Monitoring Report #3 for PY 24-25 Attachment A

**Pages 48 – 49**

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**3. The Children’s Services Council (CSC) Monitoring Report**

The CSC of Broward County conducted an administrative and fiscal review of the CSBD 2025 summer program, and we were commended for having no findings.

**ACTION** None  
**EXHIBIT** CSC Financial and Administrative Review Letter

**Page 50**

**4. Taylor Hall Miller Parker, (THMP) P.A. Program Monitoring - Report #3 Issued 10/25**

THMP conducted program monitoring for the period 3/18/25 through 7/31/25. They reviewed a total of 181 files consisting of 7,163 elements. There were 3 findings and 9 observations. This equates to an error rate of .06%, or less than 1%. All findings and observations were corrected.

**ACTION** None  
**EXHIBIT** Memo #05 – 25 (QA)

**Pages 51 – 56**

**5. Property & General Liability Insurance Report**

This is to report on 25/26 insurance coverage for CSBD. Each year we ask our agent to test the market for better rates. We received quotes from multiple carriers in each category and are remaining with all but one of our current carriers as they offered the lowest rates which are as follows 1) Commercial general liability, Nautilus Insurance Company Inc., \$68,842 2) Commercial Property and Windstorm coverage for the Cypress Creek Office, Maxum Indemnity Company (replaced Frontline Insurance), \$59,120 3) Commercial Property and Windstorm coverage for the career center offices, Lloyds of London, \$7,171 4) Window coverage for the North Center as required by the lease, US Plate Glass Insurance Co., \$1,610 5) Electronic Data Processing, AGCS Marine Insurance Company, \$9,898 and 6) Umbrella coverage, Scottsdale Insurance Co., \$8,218. Please note that our general liability insurance premium decreased by \$3,851, our commercial property insurance premium decreased by \$7,170, and our Electronic Data Processing premium decreased by \$5,308 this year, resulting in a total savings of \$16,329. Each policy is under \$100,000.

**ACTION** None  
**EXHIBIT** None

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**6. 2026 Community Partner Legislative Agendas**

Partner community legislative positions related to workforce development are presented for informational purposes.

**ACTION** None  
**EXHIBIT** Community Partner Legislative Excerpts

**Page 57**

**7. Update on Worlds of Work (WOW) Youth Career Exploration Event**

CSBD, in partnership with the School Board, will host over 1,000 youth at the 2026 WOW event on 3/4 at the Amerant Bank Arena. WOW is an immersive career exploration event for 9<sup>th</sup> and 10<sup>th</sup> graders.

**ACTION** None  
**EXHIBIT** [Save the Date](#)

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**8. Board Member Honored**

Board Member Heiko Dobrikow, Executive Vice President of The Las Olas Company and General Manager of The Riverside Hotel, was honored by the Florida Restaurant & Lodging Association as Hotelier of the Year and inducted into the Hospitality Hall of Fame. Congratulations Heiko!

**ACTION** None  
**EXHIBIT** None

**9. Broward County Unemployment and Economic Dashboard**

There is no report this month due to “benchmarking” which happens each year at this time when the previous year’s statistics are “trued up.” The January report will be issued on March 16th. February labor statistics for Florida will be released on March 27th. CSBD’s Economic and Workforce Dashboard allows website visitors to review the current and historical economic and workforce status of Broward County. The dashboard is a value-added resource allowing businesses and those looking to move to Broward the ability to make data-informed decisions.

**ACTION** None  
**EXHIBIT** [CareerSource Broward Dashboard](#)

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**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**

***THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE  
BROWARD COUNCIL MEETING IS APRIL 23, 2026.***

**CAREER SOURCE BROWARD COUNCIL OF ELECTED OFFICIALS**

**Mayor Josh Levy**  
*City of Hollywood*  
**Chair**

**Mayor Dean Trantalis**  
*City of Fort Lauderdale*  
**Vice Chair**

**Commissioner Alexandra Davis**  
*Broward County*  
**Chair Pro Tem**

**BROWARD WORKFORCE DEVELOPMENT BOARD, INC. - EXECUTIVE COMMITTEE**

**Jim Ryan, Chair**

**Kevin Kornahrens**  
*Vice Chair*

**Zac Cassidy**  
*Secretary/Treasurer*  
*Chair Audit Committee*

**Dr. Ben Chen**  
*Vice Chair of*  
*Legislative Affairs*  
*(Board Chair, 2009-2010)*

**Francois Leconte**  
*Chair Employer Services Committee*

**Richard Shawbell**  
*Chair One Stop Services Committee*

**Kevin Kornahrens**  
*Chair Organizational Resources*  
*Committee*

**Heiko Dobrikow**  
*(Immediate Past Chair)*

**Frank Horkey**  
*Chair Strategic Planning Committee*  
*(Board Chair, 2021 - 2022)*

**Dr. Lisa Knowles**  
*(Board Chair, 2019 - 2020)*

**Dawn Liberta**  
*Chair Youth Committee*

**BROWARD WORKFORCE DEVELOPMENT BOARD, INC (BWDB) MEMBERSHIP**

Vanessa Cantave  
Zac Cassidy  
Dr. Ben Chen  
Keith Costello  
Heiko Dobrikow  
Paul Farren  
Nelson Fernandez  
Michael Goldstein

Dr. Howard Hepburn  
Frank Horkey  
Rufus James  
Dr. Lisa Knowles  
Kevin Kornahrens  
Francois Leconte  
Dawn Liberta  
Felipe Pinzon

Matthew Rocco  
Jim Ryan  
Richard Shawbell  
Shane Strum  
Robert Swindell  
Dr. Stacy Volnick  
Lori Wheeler  
Tara Williams

“No member of any council shall cast a vote on the provision of services by that member (or any organization which that member directly represents) or vote on any matter which would provide direct financial benefit to that member.” Board and CareerSource Broward Council members should also avoid the appearance of a conflict of interest and apply any constraints applicable to them based on the Florida statutory conflict of interest prohibition.

An attendee may need to record this meeting if he/she intends to appeal.

**PUBLIC COMMENTS**

Public Comments are welcome; there is a signup sheet at the reception desk. Anyone wishing to comment on an agenda item is asked to sign up at the reception desk. The Board Chair will announce each item and will receive a motion and second from the Board. Then the Board Chair will ask if there are any public comments. Comments are not limited to those who have signed up to speak. Persons wishing to comment are asked to identify themselves before commenting. Comments will be limited to 2 or 3 minutes. Comments should be directed to the Board Chair, and not individual Board members. Board members may ask the commenter a question for clarification, but should not enter a dialog with the commenter. After the public comment period is closed, Board members will discuss the motion and vote.

## **Broward Workforce Development Board Committee Membership – 2026**

### **EXECUTIVE COMMITTEE**

Responsible for oversight of all functions, including membership nomination, bylaws, officers, Board structure and functions, and CSBD human resource policy. Membership is made up of the BWDB officers, Chairs of each of the committees, and recent past chairs

**Jim Ryan, Board Chair**

<b>Kevin Kornahrens</b>	Vice-Chair
<b>Zac Cassidy</b>	Secretary/Treasurer, Chair, Audit Committee
<b>Dr. Ben Chen</b>	Vice-Chair for Legislative Affairs (Board Chair – 2009-2010)
<b>Heiko Dobrikow</b>	Member – (Immediate Past Chair)
<b>Richard Shawbell</b>	Chair, One Stop Services Committee
<b>Francois Leconte</b>	Chair, Employer Services
<b>Kevin Kornahrens</b>	Chair, Organizational Resources Committee
<b>Frank Horkey</b>	Chair, Strategic Planning
<b>Dawn Liberta</b>	Chair, Youth Committee
<b>Dr. Lisa Knowles</b>	Member – (Board Chair 2019 - 2020)

### **AD HOC ORGANIZATIONAL RESOURCES COMMITTEE**

Goal is to coordinate membership nominating, bylaws, officers, Board structure and functions, and CSBD human resource policy.

**Kevin Kornahrens, Chair**

<b>Zac Cassidy</b>	<b>Dr. Lisa Knowles</b>
<b>Dr. Ben Chen</b>	<b>Jim Ryan</b>
<b>Frank Horkey</b>	

### **STRATEGIC PLANNING COMMITTEE**

Goal is to formulate strategic plans, shape and champion local policy aligned with state and federal workforce development legislation and statewide administrative issues; promote regionalism and collaborative partnerships.

**Frank Horkey, Chair**

<b>Dr. Ben Chen – Co-Chair</b>	<b>Shane Strum</b>
<b>Heiko Dobrikow</b>	<b>Dr. Stacy Volnick</b>
<b>Francois Leconte</b>	

### **ONE STOP SERVICES COMMITTEE**

Goal is to maximize employment and training opportunities for all job seekers, including those with multi-faceted barriers.

**Richard Shawbell, Chair**

<b>Frank Horkey</b>	<b>Tara Williams</b>
<b>Dr. Howard Hepburn</b>	Melida Akiti
<b>Felipe Pinzon</b>	Sheri Brown Grosvenor
<b>Matthew Rocco</b>	Rashad Thomas

### **EMPLOYER SERVICES COMMITTEE**

Goal is to provide a broad range of workforce information, job matching, and employee training services customized to meet industry demands; develop initiatives that educate employers on best practices critical for maintaining a strong, stable workforce; foster collaborative partnerships with the business community.

**Francois Leconte, Chair**

<b>Vanessa Cantave</b>	<b>Lori Wheeler</b>
<b>Paul Farren</b>	Maribel Feliciano
<b>Nelson Fernandez</b>	Denise Jordan
<b>Michael Goldstein</b>	Marie Suarez

### **AUDIT COMMITTEE**

To discuss and recommend audit monitoring protocols, establish policies and procedures, and provide monthly update and trend reports.

**Zac Cassidy, Chair**

<b>Dr. Ben Chen</b>	<b>Frank Horkey</b>
<b>Keith Costello</b>	<b>Bob Swindell</b>

### **YOUTH COMMITTEE**

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

**Dawn Liberta, Chair**

<b>Rufus James</b>	Joe Cox
<b>Dr. Lisa Knowles</b>	Jill Denis-Lay
	Traci Schweitzer

# Agenda Backup

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

**Meeting  
#268**

**Join Zoom Meeting Details:**

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852 3312 4925

**Passcode:**  
635450

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

**THURSDAY  
February 26, 2026  
12:00 P.M.**

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

## WHAT IS WIOA? (Federal)

The **Workforce Innovation Opportunity Act (WIOA)** - WIOA is, as the bill's statement of the Managers states: the "nation's primary programs and investments in employment services, workforce development, adult education and rehabilitation activities." WIOA asks states and local workforce areas to create a system of coordinated, integrated and regionalized service delivery so job seekers and business customers can have seamless access to services. WIOA can best be summarized as providing "workforce development activities, through statewide and local systems that increase the employment, retention, and earnings of participants, and increase attainment of recognized credentials by participants, and as a result, improve the quality of the workforce, reduce welfare dependency, increase economic self-sufficiency, meet the skill requirements of employers, and enhance the productivity and competitiveness of the Nation."

**Job seekers, workers and employers** are served through the career or one-stop centers. As funds are limited funds, the BWDB is able to provide job search assistance to the universal population, and funds one on one services, training and related costs only for dislocated workers and those most in need. **Dislocated workers** are people affected by a layoff or plant closing and displaced homemakers. Dislocated workers are not subject to income guidelines or have barriers to employment. Those most in need are defined as economically disadvantaged, receiving public assistance or having one or more barriers to employment as defined by WIOA.

**Barriers to employment** for adults are:

Basic Skills Deficient	Ex-Offenders	School Dropouts
Homeless	English Language Learners	Older Individuals
Substance Abuse	Disabled	Displaced Homemakers
Low Income	Indians	Native Alaskans
Native Hawaiian	Youth Aged Out of Foster Care	Migrant and Seasonal Farmworkers
Welfare Recipients Within 2 Yrs. of Losing Eligibility	Single Parents	Long Term Unemployed

**Youth** 14-24 may be served by programs funded by WIOA, which emphasizes services to out-of-school youth and requires that 75% of the local allocation be spent on out-of-school youth (OSY). Currently CSBD OSY programs serve youth between the ages of 17 – 24.

## WHAT IS FLORIDA WIA 2000? (State)

The Florida Workforce Innovation Act 2000 merged state workforce development program under the federal Workforce Investment Act (WIA) and the welfare-to-work (WAGES) program. WIA 2000 creates a state employment, education and training plan that ensures that programs to prepare workers are responsive to present and future business and industry needs and complements the initiatives of Enterprise Florida. WIA 2000 changes the focus of workforce development to the employer as the customer and puts new emphasis on occupational forecasting, coordination with economic development agencies, and accountability. WIA 2000 created CareerSource Florida to oversee and coordinate workforce development in the State of Florida. It created the Department of Economic Opportunities (DEO) to be the administrative arm for the State.

## WHAT ARE THE REQUIREMENTS AND BENEFITS OF WIA 2000 WELFARE TRANSITION?

### **Requires Work**

WIA 2000 eliminates individual entitlement to benefits. At least one adult in each family must work the maximum number of hours allowed. Limited exemptions from work requirements are provided. People who do not comply with work requirements will receive immediate sanctions. WT provides for employer incentives to encourage job creation and retention.

### **Sets Strict Time Limits for Collecting Cash Assistance**

Cash assistance Temporary Assistance for Needy Families (TANF) has a lifetime limit of 48 months. For most adults, temporary assistance (TANF) is limited to 24 months, consecutive or cumulative, out of any consecutive 60 months.

### **Requires Child Support**

### **Strengthens Teen Pregnancy Prevention and Teen Parent Requirements**

WIA 2000 creates aggressive local programs that reduce teen pregnancy. Teen parents must stay in school and live at home or with a responsible adult. Benefits are paid to an alternative payee.

### **Improves Transition and Support Services**

Subsidized childcare and transitional medical benefits are available for participants for up to two years after they earn their way off TANF. Assistance can be provided with transportation, tools, uniforms and emergencies such as rent payments, auto repair, and other expenses that would result in the client not being able to participate in the program. Personal, family or substance abuse counseling or treatment is available.

### **Education and Training Requirements**

WIA 2000 allows clients to participate in training for basic skills, GED preparation, and occupational training. Limits full-time education without employment to 12 months for any individual and to no more than 30% of all the participants at any given time.

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## **MEETING MINUTES**

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

**Partnership Meeting #267  
Thursday, December 11, 2025  
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: Mayor Dean Trantalis, Vanessa Cantave, Heiko Dobrikow, Paul Farren, Frank Horkey, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Richard Shawbell, Lori Wheeler, Tara Williams and Jim Ryan, who chaired the meeting.

Guests: Tameka Thomas.

Staff: Carol Hylton, Rochelle Daniels, Mark Klinecicz, Kim Bryant, Ron Moffett, Maurice Gardner, Tony Ash, and Samantha Vazquez.

### **PRESENTATION**

Board Chair Jim Ryan recognized Sandy-Michael McDonald, Assistant County Administrator for Broward County, upon his retirement from the Board due to his promotion within the County, and presented him with a plaque in appreciation of his years of service. Mr. McDonald was acknowledged for his leadership as Chair of the Strategic Planning Committee, his advocacy for CareerSource Broward (CSBD) with lawmakers and community partners, and his role in strengthening the organization's visibility and impact across Broward County. His participation in planning sessions, industry job fairs, and signature events reflected his strong commitment to the mission.

Mr. McDonald expressed his gratitude to the Board and staff for the opportunity to serve, stating that workforce development is fundamental to economic development and small business growth. He noted that Maribel Feliciano, who served as his assistant for seven years, has succeeded him at the Office of Economic and Small Business Development, and that the partnership between the organizations would continue. He thanked CSBD for its work connecting employers and job seekers throughout the community.

Heiko Dobrikow highlighted Mr. McDonald's strategic insight, leadership, and advocacy, noting that his engagement and network helped advance the organization's work and expand its reach. Carol Hylton, President/CEO, added that Mr. McDonald played a key role in strengthening collaboration between CSBD and the Office of Economic and Small Business Development, including reciprocal promotion and alignment, and thanked him for consistently elevating CSBD in employer and community settings.

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## **MISSION MOMENT**

Jim Ryan introduced the Mission Moment highlighting the 2025 Paychecks for Patriots Job Fair with a video of the event.

Carol Hylton reported that the event was record-breaking, serving more than 2,400 job seekers. She credited the City of Tamarac and Mayor Michelle Gomez for providing full use of the community center, coordinating off-site parking, and supporting shuttle transportation, with additional assistance provided through Broward County buses from CareerSource centers.

Ms. Hylton outlined operational enhancements designed to improve flow and efficiency, including organizing employers by sector, using digital displays and QR codes to help job seekers identify opportunities, and expanding on-site support services such as resume assistance. She noted that CareerSource South Florida attended with veteran staff and job seekers, and that an unexpected group of immigrants arrived by bus and utilized the resource room and resume café.

Ms. Hylton shared that, given continued growth and visibility, we are exploring the option of hosting two smaller events in the future to better manage crowd flow while preserving a meaningful experience. She recognized the staff and partners for their coordination in executing the event successfully.

Mr. Ryan commended the team for executing the event with “military precision,” citing the logistics and coordination required to manage record attendance, and thanked staff and partners for their efforts.

A brief video was also shown highlighting the CSBD Thanksgiving food distribution. Ms. Hylton reported that more than 300 vehicles were served, noting strong participation from staff, community leaders, and elected officials including Mayor Josh Levy. This emphasized the importance of giving back to the community and supporting the individuals of Broward County.

## **APPROVAL OF MINUTES**

Approval of the BWDB minutes of the 10/23 (#266) meeting.

**On a motion made by Heiko Dobrikow and seconded by Paul Farren, the BWDB unanimously approved the minutes of the 10/23 (#266) meeting.**

## **CONSENT AGENDA**

*Consent Agenda items 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**

### **1. Monthly Performance Report**

The current performance for the month of September is provided. The data reflects that within the Big 6 Regions, CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), two-way tie for 1st in Veterans EER, 1st in Welfare Transition (WT) All Family participation Rate and Two-parent participation Rate, 2nd in WTP EER.

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## 2. Letters of Support

Letters of support were written for 1) the South Florida Education Center Advanced Technology Initiative to expand AI literacy and workforce readiness 2) Special Compass, supporting housing for individuals with disabilities 3) FAU and Broward College for their grant applications strengthening AI-enabled training pathways and 4) Broward County Public Schools grant application to address transportation barriers for underserved communities and AI & Cybersecurity Pathway Initiative.

## 3. Accept Non-Custodial Parent Employment Program Funds

Considered acceptance of \$650,000 in Non-Custodial Parent (NCP) Employment Program Funds from Florida Commerce. The grant period is through 6/30/26. The purpose of these funds is to provide assistance to NCPs who are experiencing difficulty in meeting their child support obligations. Participants are eligible to receive paid work experience, scholarships for training, support services, job placement assistance. Approved at the 11/25 One-Stop Services and 12/1 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, technology and relevancy.)*

**On a motion made by Heiko Dobrikow and seconded by Paul Farren, the BWDB unanimously approved the Consent Agenda of 10/23.**

## 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. Election of CareerSource Broward (CSBD) Council of Elected Officials Officers for 2026

Officers for the CSBD Council of Elected Officials must be selected for the 2026 calendar year. There are no legal or By-Law requirements for the selection of officers. Current CSBD Council officers are Mayor Dean Trantalis, Chair; Commissioner Beam Furr, Vice-Chair; and Mayor Josh Levy, Chair Pro Tem. *(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.)*

Jim Ryan stated that due to the lack of a quorum of the Council of Elected Officials, the item would be considered and voted on at a separately scheduled meeting of the Council.

### 2. Membership Renewals

Considered the renewal of the Broward Workforce Development Board (Board) members whose terms will expire in January 2026 and who are eligible for renewal for an additional two years. The thirteen (13) members recommended for renewal are 1) Dr. Lisa Knowles 2) Catherina Rozario 3) Dawn Liberta 4) Walberto "Wally" Utreras 5) Felipe Pinzon 6) Vanessa Cantave 7) Dr. Ben Chen 8) Paul Farren 9) Michael Goldstein 10) Rufus James 11) Kevin Kornahrens 12) Jim Ryan and 13) Shane Strum. The CSBD Council of Elected Officials appoints

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Board members following a recommendation from the Board. Approved at the 11/17 Organizational Resources and 12/1 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.)*

Jim Ryan stated that while the item will also be considered and voted on at a separately scheduled meeting of the Council of Elected Officials, the Broward Workforce Development Board could proceed with its vote to recommend the item to the Council.

**On a motion made by Mayor Dean Trantalis and seconded by Rick Shawbell, the BWDB unanimously approved to recommend the renewal of the 13 BWDB members whose terms expire in January 2026 and who are eligible for an additional two-year term.**

### **3. Broward Workforce Development Board (Board) Appointments**

Considered the nomination of 1) Nelson Fernandez, Owner, ANF Group, from the Construction industry and 2) Matt Rocco, President, South Florida Manufacturing Association to fill 2 private sector slots on the Board. As is our custom, the President/CEO solicits input from Board members to fill vacancies. CSBD Council of Elected Officials appoints Board members following a recommendation from the Board. Approved at the 11/17 Organizational Resources and 12/1 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.)*

Jim Ryan stated that, as with the previous item, this matter will be considered and voted on at a separately scheduled meeting of the Council of Elected Officials, and that the Broward Workforce Development Board could proceed with its vote to recommend the item to the Council.

**On a motion made by Heiko Dobrikow and seconded by Lori Wheeler, the BWDB unanimously approved to recommend the appointment of 1) Nelson Fernandez in the private sector category, representing the targeted industry of construction to the BWDB, and 2) Matt Rocco in the private sector category, representing the targeted industry of manufacturing to the BWDB effective January 2026.**

### **4. Food and Beverage Purchases**

Considered approval of up to \$27,000 from the General Fund for food and beverage expenses for 2026. This is the same amount set aside last year. We use these funds for 1) Board and committee meetings 2) staff planning sessions and day-long staff training 3) employer forums 4) networking events such as chamber of commerce/industry association meetings 5) community meetings attended by the President/CEO, Executive Vice Presidents, and management and 6) staff appreciation up to 3 times per year. Funds not expended remain in the General Fund. *(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.)*

Carol Hylton reviewed the item and noted that the proposed \$27,000 allocation for food and beverage expenses in 2026 is consistent with prior years. She stated that expenditures to date have been lower due to increased use of virtual meetings, but explained that maintaining the

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same allocation provides flexibility for in-person Board and committee meetings, staff planning and training sessions, employer forums, networking events, and staff appreciation activities. She added that any funds not expended remain in the General Fund.

Jim Ryan stated that, as with previous items, this matter will be considered and voted on at a separately scheduled meeting of the Council of Elected Officials, and that the Broward Workforce Development Board could proceed with its vote to recommend the item to the Council.

**On a motion made by Heiko Dobrikow and seconded by Rick Shawbell, the BWDB unanimously approved to recommend up to \$27,000 from the General Fund for food and beverage expenses for 2026.**

**5. Add New Programs for Existing Provider – Florida Atlantic University (FAU)**

Considered approval to add three (3) training programs at FAU to the WIOA Individual Training Account list 1) Construction Administration Certificate 2) Construction Management Certificate and 3) Certified Associate Project Management (CAPM)®. CSBD reviewed the applications for completeness and to ensure that Board-mandated criteria are met for the training programs and related occupational titles. Because Board Member Dr. Stacy Volnick is employed by FAU, a 2/3 vote of the Board is required. Approved at the 11/25 One-Stop Services and 12/1 Executive Committee meetings. *(This is in alignment with the Board Goal to encourage job seekers to choose CSBD for comprehensive employment, education and training services, and to connect them to the workforce system using the state's job bank.)*

Rick Shawbell reviewed the item and emphasized that the proposed FAU programs were evaluated by staff for completeness and compliance with Board criteria. Mr. Shawbell noted that Dr. Stacy Volnick has a conflict of interest regarding this item as she is employed by FAU. Although Dr. Volnick was not in attendance, she will still be required to submit a conflict-of-interest form.

**On a motion made by Rick Shawbell and seconded by Dr. Lisa Knowles, the BWDB unanimously approved the addition of three training programs at FAU to the WIOA Individual Training List 1) Construction Administration Certificate 2) Construction Management Certificate and 3) CAPM ®.**

**6. CSBD Holiday Schedule**

The Organizational Resources Committee, per Board direction, was asked to consider how we can support our employees in the off-year between compensation studies which we conduct every two years. CSBD researched additional low or no cost benefits that could be provided to employees. HR made inquiries of other boards and local governments and found that their holidays ranged from 14 – 17 while CSBD has 13 holidays. The Committee considered the information presented and is recommending that Columbus Day and a personal day during staff's birthday month be added to our holiday schedule. Approved at the 11/17 Organizational Resources and 12/1 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.)*

Carol Hylton reviewed the item and noted that, consistent with Board direction, staff explored low or no-cost ways to recognize employees during the off-year between compensation studies. She stated that the Organizational Resources Committee reviewed the information and recommended the proposed holiday additions.

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**On a motion made by Lori Wheeler and seconded by Vanessa Cantave, the BWDB unanimously approved the addition of 1) Columbus Day and 2) a personal day within a staff member's birthday month to the CSBD holiday schedule.**

## **7. Board By-Laws**

Considered amendment of the Board By-Laws to add the underscored language to Article V, Meeting Procedures, Voting Rights, Section 1 "Meetings as follows: Regular meetings of the Board shall generally be held on the 4th Thursday of each month at the CSBD main office located at 2890 W. Cypress Creek Road, in accordance with a calendar published with the BWDB/CSBD Council of Local Elected Officials' Agenda and approved at the annual meeting each year." This change is a recommendation made by the state during a monitoring visit. Approved at the 11/17 Organizational Resources and 12/1 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.*)

Rochelle Daniels, General Counsel, reviewed the proposed By-Laws amendment and stated that the revision was requested by the state during a monitoring visit. She noted that while the Board typically adopts its annual meeting calendar each year and publishes it on the website through posted minutes, the state required the By-Laws to specify a general meeting timeframe. Ms. Daniels reported that, following consultation with state monitors, language identifying the fourth Thursday of each month as the general meeting date was accepted as compliant.

Mayor Dean Trantalis raised a question regarding November meetings, noting that the fourth Thursday falls on Thanksgiving and suggesting that language be added to address holiday exceptions. Following discussion, Heiko Dobrikow suggested adding the phrase "subject to change," and members agreed to include the revised language.

**On a motion made by Heiko Dobrikow and seconded by Mayor Dean Trantalis, the BWDB unanimously approved the amendment to the BWDB By-Laws, including the phrase "subject to change."**

## **8. Board and Executive Committee 2026 Meeting Schedules**

Considered approval of the 2026 meeting schedule for the Board and Executive Committee meetings. Meetings are in person. On occasion, if necessary, a Board member can attend via Zoom. Approved at the 12/1 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, providing information and intelligence to stakeholders with feedback from the community.*)

Jim Ryan introduced the proposed 2026 Board and Executive Committee meeting schedules.

Mayor Dean Trantalis asked whether limits should be placed on the number of times a Board member may participate remotely, expressing concern that unlimited virtual attendance could reduce in-person engagement. He suggested establishing a cap, such as three or four instances per year, for virtual participation in Board meetings.

Carol Hylton recommended approving the meeting schedule as presented and referring the question of remote participation limits to the Organizational Resources Committee for further review and recommendation.

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Paul Farren and Rick Shawbell noted that imposing limits could create challenges for committee meetings, which are frequently conducted via Zoom. Mayor Trantalis clarified that his concern applied only to Board meetings, not committee meetings.

Heiko Dobrikow suggested that a reasonable limit could be established for full Board meetings. Frank Horkey recommended that, consistent with past practice, the Organizational Resources Committee review the matter and return with a recommendation. Members concurred with that recommendation.

Heiko Dobrikow asked whether the Board's existing attendance policy already addresses participation expectations. Carol Hylton responded that the current policy allows for up to three consecutive unexcused absences and that absences are generally excused when members notify staff in advance. She noted that, given the senior leadership roles held by many Board members, flexibility is important when members have competing professional or civic obligations.

**On a motion made by Rick Shawbell and seconded by Kevin Kornahrens, the BWDB unanimously approved accepting the 2026 meeting schedules.**

#### **9. Adoption of a Policy to Address a Major Financial Event**

Considered approval of a severance policy for CSBD and One-Stop Center staff, many of whom have devoted years of service to the CSBD mission. Given the uncertainty in the funding of social service and education grants at the federal level, the policy would be for the purpose of addressing events such as the elimination of a major funding stream (e.g., WIOA or WTP). Severance is an allowable cost under the grant rules, 2CFR 200.431, as long as it is in accordance with an organization's official policies and is also allowable under the Florida Statutes. Approved at the 11/17 Organizational Resources and 12/1 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.)*

Kevin Kornahrens, Chair of the Organizational Resources Committee, introduced the proposed severance policy and referred members to the supporting materials included in the packet. He explained that the policy is intended as a forward-planning measure in response to uncertainty at the federal level and would apply only in the event of a major funding loss.

Rochelle Daniels provided additional context, noting that several developments over the past year prompted the recommendation to bring the policy forward, including the pending WIOA reauthorization, proposals in Congress that could significantly restructure workforce programs, and discussions around eliminating or consolidating major funding streams. She said these factors created a period of uncertainty and underscored the need to plan ahead.

Ms. Daniels explained that the policy is designed to recognize long-serving staff in the event of a substantial funding reduction affecting multiple positions. She emphasized that routine staffing changes or typical budget-related layoffs would not trigger severance and that federal grant rules require an adopted policy in place before severance could ever be considered. She added that any implementation of the policy would return to the Board for approval and would depend on available funding.

Members asked whether the policy would apply to regular separations or retirements, and Ms. Daniels clarified that it would not, reiterating that the policy is narrowly focused on major funding disruptions such as the loss of an entire funding stream or a significant restructuring of how funds flow to local boards.

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**On a motion made by Mayor Dean Trantalis and seconded by Tara Williams, the BWDB unanimously approved the development of a policy to address a major financial event.**

**10. 2026 Stop-Loss Coverage**

Considered approval of the purchase of Stop-Loss coverage from Sirius Point America to cover health and drug claims in excess of \$75,000 per individual, under our self-insurance plan. The base cost is the same as last year at \$217,512; however, it can fluctuate based on the number of employees opting in to our health insurance. This will be the second renewal under the current contract. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Rochelle Daniels reviewed the proposed Stop-Loss coverage, noting that CSBD maintains this policy as part of its self-insured health plan to mitigate exposure to unusually high medical and pharmacy claims. She reported that the insurer has held the base rate steady from the prior year and that the final premium will adjust based on employee enrollment.

Mayor Dean Trantalis asked whether the policy functions similarly to reinsurance, and Ms. Daniels confirmed that it does.

**On a motion made by Mayor Dean Trantalis and seconded by Heiko Dobrikow, the BWDB unanimously approved the purchase of Stop-Loss coverage for the CSBD self-insurance health policy from Sirius Point America at a base cost of \$217,512.**

**REPORTS**

**1. Board Officers are Entering Their Terms' 2nd Year in January 2026**

The By-Laws approved by the governing boards align with the REACH Act, which provides for officers to serve 2-year terms. Our current officers will continue in their offices for the upcoming year.

Jim Ryan reviewed the blub.

**2. The Source Podcast**

CSBD has released the fifth episode of The Source Podcast, where Mark Klincewicz (CSBD), Jim Ryan (OutPLEX), Marvin Dejean (Gilead Sanders), and Lonni Cibants (Alliant Power) discuss the development of the new AI Employer Playbook and how it will help small and mid-sized businesses adopt AI. The episode supports CSBD's digital marketing strategy and is now available on Spotify. The next episode will spotlight tools and support offered through Job Seeker Services.

Mark Klincewicz, Executive VP of Administration, reviewed the item, noted its connection to the AI Playbook effort, and encouraged members to listen and share it within their networks.

**3. Education and Industry Consortium (EIC) Third Quarter Report**

Broward Health representatives discussed talent shortages in the healthcare industry and highlighted how in-house training, apprenticeships, and CSBD programs such as OJT and incumbent worker training help strengthen pipelines. Members also viewed the new IT Career

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Pathways video and received updates on the Targeted Occupations List, CSBD's AI initiatives, employer forums, and recent workforce events.

Ron Moffett noted that the Education and Industry Consortium met again in November and referenced the third quarter report from the August meeting, noting the consortium's ongoing progress in aligning education and industry needs.

#### **4. Board Members Honored**

We would like to recognize Board Members 1) Shane Strum, President & CEO of Broward Health, honored by the Mount Olive Development Corporation as a 2025 Community Impact Honoree for his leadership in strengthening and advancing community-focused healthcare 2) Keith Costello, Co-founder and CEO of Locality Bank, was selected as the 2025 SFBW Apogee Award Honoree for Executive Excellence – CEO, Finance & Banking and 3) Bob Swindell, President & CEO of the Greater Fort Lauderdale Alliance, was named one of Florida Trend's Florida 500. Congratulations to Shane, Keith, and Bob!

Jim Ryan invited members to join him in congratulating Shane Strum, Keith Costello, and Bob Swindell.

#### **5. CSBD Honored**

CSBD has been honored with a Community Champion Award by Memorial Healthcare System for exemplary service to our community.

Jim Ryan congratulated CSBD staff on receiving the award, recognizing their service to the community.

#### **6. Broward County Unemployment and Economic Dashboard**

The unemployment report is unavailable. We confirmed with the state that, due to the lapse in appropriations, it may take some time for the Bureau of Labor Statistics to finalize revised release dates for states and local areas.

Carol Hylton reported that the unemployment data remains unavailable and noted that, while preliminary figures may be emerging, staff will wait to ensure accuracy and provide an updated report at the next meeting. Mr. Ryan and members briefly discussed national unemployment trends, noting indications of a gradual increase.

#### **MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS**

None.

#### **MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR**

Jim Ryan thanked members for their participation, extended holiday wishes, and shared that he looked forward to continuing the Board's work in the coming year. He also expressed appreciation for the guidance and support provided by the Board and CSBD staff during his first year as Chair.

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**MATTERS FROM THE BOARD**

None.

**MATTERS FROM THE FLOOR**

None.

**MATTERS FROM THE PRESIDENT/CEO**

Carol Hylton shared two brief updates. She reported that planning is underway for the upcoming Worlds of Work (WOW) event scheduled for March. She also noted that the Summer Youth Employment Program (SYEP) application portal opened on 12/1 and that 2,325 youth had already registered.

**ADJOURNMENT 12:53 p.m.**

***THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT  
BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS FEBRUARY 26, 2026.***



CareerSource Broward  
**Council of Elected Officials**  
Thursday, January 15, 2025  
12:00 p.m. – 1:00 p.m.

Conference Call-In: +1 646 876 9923  
Room Conference #: 219-169-288

## MEETING MINUTES

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

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

**ATTENDEES IN-PERSON:** Mayor Josh Levy and Commissioner Beam Furr who chaired the meeting.

**STAFF:** Carol Hylton, Mark Klinecicz, Rochelle Daniels, and Samantha Vazquez.

### NEW BUSINESS

#### 1. Election of CareerSource Broward (CSBD) Council of Elected Officials Officers for 2026

Officers for the CSBD Council of Elected Officials must be selected for the 2026 calendar year. There are no legal or By-Law requirements for the selection of officers. Current CSBD Council officers are Mayor Dean Trantalis, Chair; Commissioner Beam Furr, Vice-Chair; and Mayor Josh Levy, Chair Pro Tem. *(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.)*

Commissioner Beam Furr asked Carol Hylton to present the item, after which Commissioner Furr nominated Mayor Josh Levy to be the Chair, Mayor Dean Trantalis for Vice-Chair, and himself to Chair Pro Tem.

**On a motion made by Commissioner Beam Furr and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the selection of officers for the CSBD Council of Elected Officials.**

#### 2. Membership Renewals

Considered the renewal of the Broward Workforce Development Board (Board) members whose terms will expire in January 2026 and who are eligible for renewal for an additional two years. The thirteen (13) members recommended for renewal are 1) Dr. Lisa Knowles 2) Catherina Rozario 3) Dawn Liberta 4) Walberto "Wally" Utreras 5) Felipe Pinzon 6) Vanessa Cantave 7) Dr. Ben Chen 8) Paul Farren 9) Michael Goldstein 10) Rufus James 11) Kevin Kornahrens 12) Jim Ryan and 13) Shane Strum. The CSBD Council of Elected Officials appoints Board members following a recommendation from the Board. Approved at the 11/17 Organizational Resources and 12/1 Executive Committee meetings. *(This is in alignment with*

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*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.)*

Carol Hylton presented the item.

**On a motion made by Mayor Josh Levy and seconded by Commissioner Beam Furr, the CareerSource Broward Council of Elected Officials unanimously approved the renewal of BWDB members for an additional two years.**

### **3. Broward Workforce Development Board (Board) Appointments**

Considered the nomination of 1) Nelson Fernandez, Owner, ANF Group, from the Construction industry and 2) Matt Rocco, President, South Florida Manufacturing Association to fill 2 private sector slots on the Board. As is our custom, the President/CEO solicits input from Board members to fill vacancies. CSBD Council of Elected Officials appoints Board members following a recommendation from the Board. Approved at the 11/17 Organizational Resources and 12/1 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.)*

Carol Hylton presented the item.

**On a motion made by Commissioner Beam Furr and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved appointments.**

### **4. Food and Beverage Purchases**

Considered approval of up to \$27,000 from the General Fund for food and beverage expenses for 2026. This is the same amount set aside last year. We use these funds for 1) Board and committee meetings 2) staff planning sessions and day-long staff training 3) employer forums 4) networking events such as chamber of commerce/industry association meetings 5) community meetings attended by the President/CEO, Executive Vice Presidents, and management and 6) staff appreciation up to 3 times per year. Funds not expended remain in the General Fund. *(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.)*

Carol Hylton presented the item.

**On a motion made by Mayor Josh Levy and seconded by Commissioner Beam Furr, the CareerSource Broward Council of Elected Officials unanimously approved up to \$27,000 from the General Fund for food and beverage expenses for 2026.**

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**5. Board By-Laws**

Considered amendment of the Board By-Laws to add the underscored language to Article V, Meeting Procedures, Voting Rights, Section 1 “Meetings as follows: Regular meetings of the Board shall generally be held on the 4th Thursday of each month at the CSBD main office located at 2890 W. Cypress Creek Road, in accordance with a calendar published with the BWDB/CSBD Council of Local Elected Officials’ Agenda and approved at the annual meeting each year.” This change is a recommendation made by the state during a monitoring visit. Approved at the 11/17 Organizational Resources and 12/1 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.)*

Rochelle Daniels presented the item and referenced the discussion from the Board meeting on 12/11/25, during which Mayor Dean Trantalis suggested adding the phrase “subject to change,” which the Board agreed with.

**On a motion made by Commissioner Beam Furr and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the amendment to the BWDB By-Laws, including the phrase “subject to change.”**

**MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS**

None.

**MATTERS FROM THE FLOOR**

None.

**MATTERS FROM THE PRESIDENT/CEO**

None.

**ADJOURNMENT 11:10 a.m.**

<p><b><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/ CAREERSOURCE BROWARD COUNCIL MEETING IS FEBRUARY 26, 2026.</i></b></p>
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# Performance Report

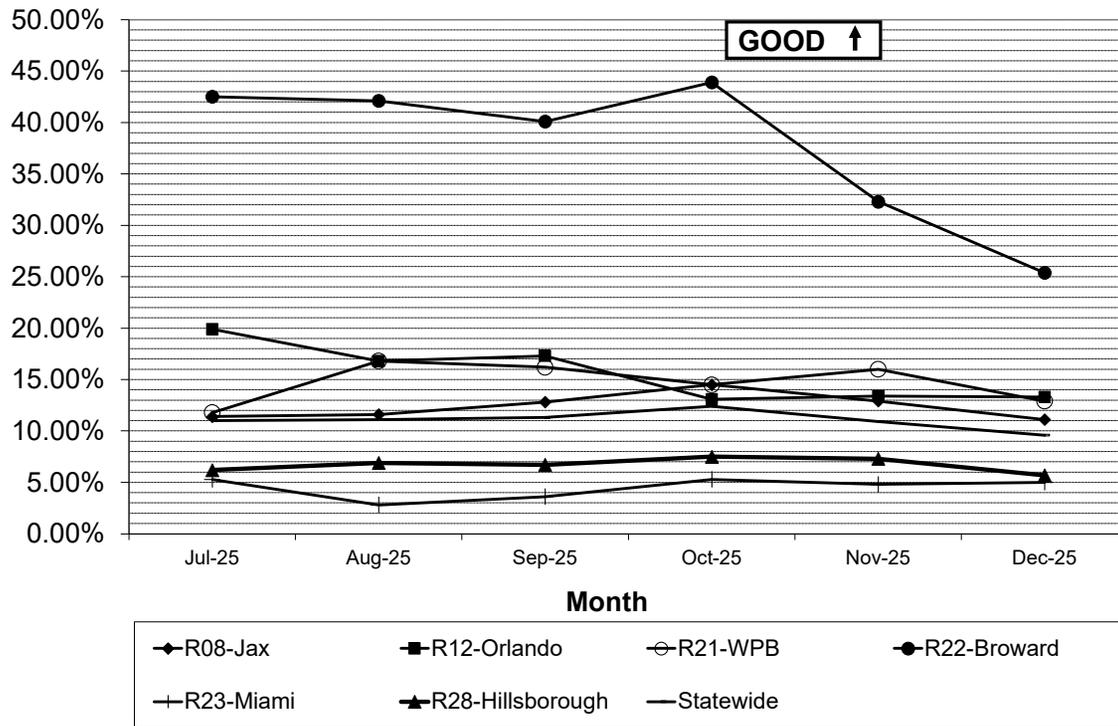
**Performance Report July to December 2025**

**Entered Employment Rate for the Month December 2025 across the Big Six Regions**

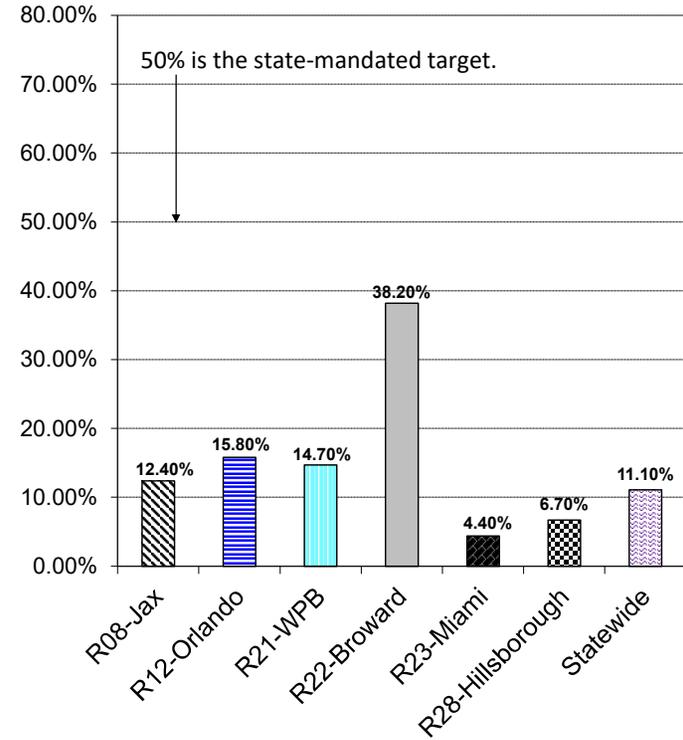
	WTP		Wagner-Peyser		Veterans		WIOA Adult/DW	
<b>Region 8 - Jacksonville</b>	23.40%	↑	31.30%	↓	12.50%	↓	100.00%	—
<b>Region 12 - Orlando</b>	23.10%	↓	30.70%	↓	27.30%	↑	100.00%	↑
<b>Region 21 - WPB</b>	10.50%	↓	32.80%	↑	25.00%	↓	0.00%	↓
<b>Region 22 - Broward</b>	28.60%	↓	47.00%	↑	30.80%	↓	100.00%	—
<b>Region 23 - Miami</b>	32.90%	↑	52.60%	↓	62.50%	↓	100.00%	—
<b>Region 28 - Hillsborough Pinellas</b>	18.30%	↓	37.50%	↑	44.40%	↓	100.00%	↑
<b>Statewide</b>	23.40%	↑	38.80%	↓	35.90%	↓	76.60%	↓
<b>Note: Arrows indicate direction of change since previous month's figures. Flat line indicates no change.</b>								
<b>Legend / Abbreviation Key</b>		<b>WTP</b>	<b>Welfare-Transition Program</b>		<b>DW</b>	<b>Dislocated Worker</b>		
		<b>WIOA</b>	<b>Workforce Innovation and Opportunity Act</b>					

## Welfare Transition Program (WTP) All-Family Participation Data for the Big 6 Regions

**Month-to-Month Participation Rate from July 2025 to December 2025**

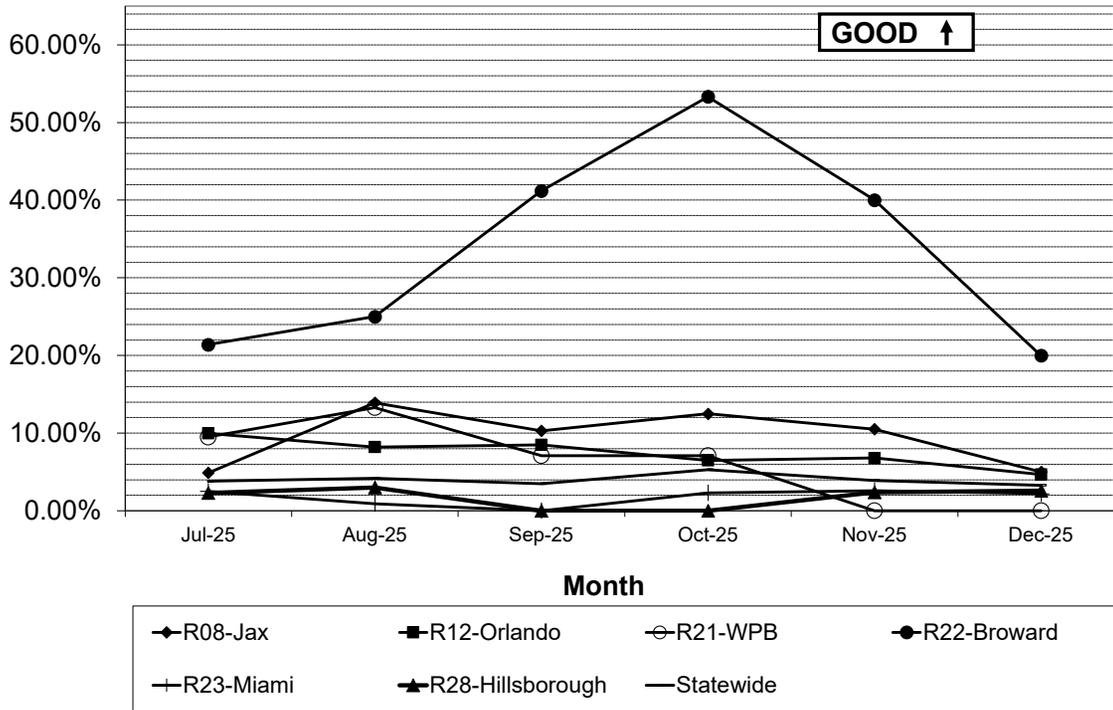


**Program Year-to-Date (YTD)  
Participation Rate as of December 2025**

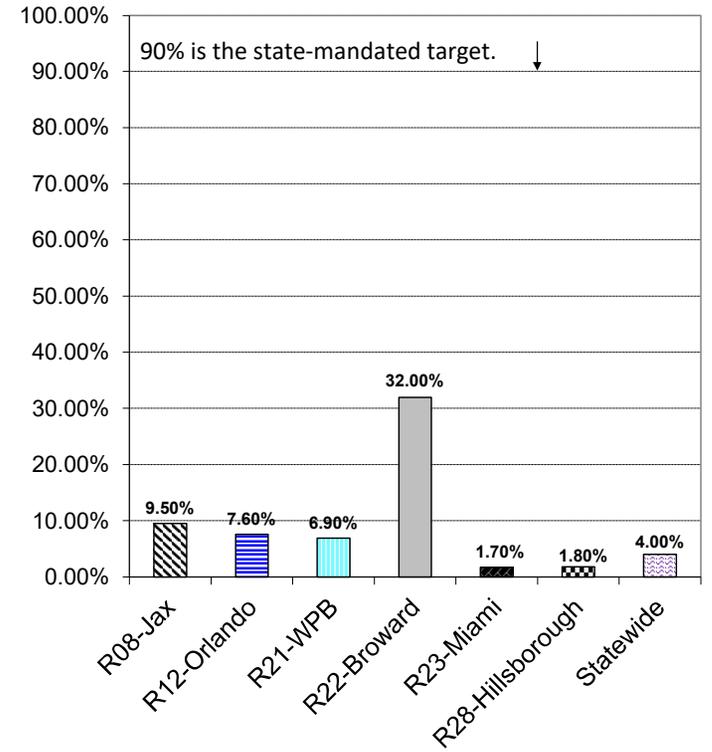


## Welfare Transition Program (WTP) Two-Parent Family Participation Data for the Big 6 Regions

**Month-to-Month Participation Rate from July to December 2025**

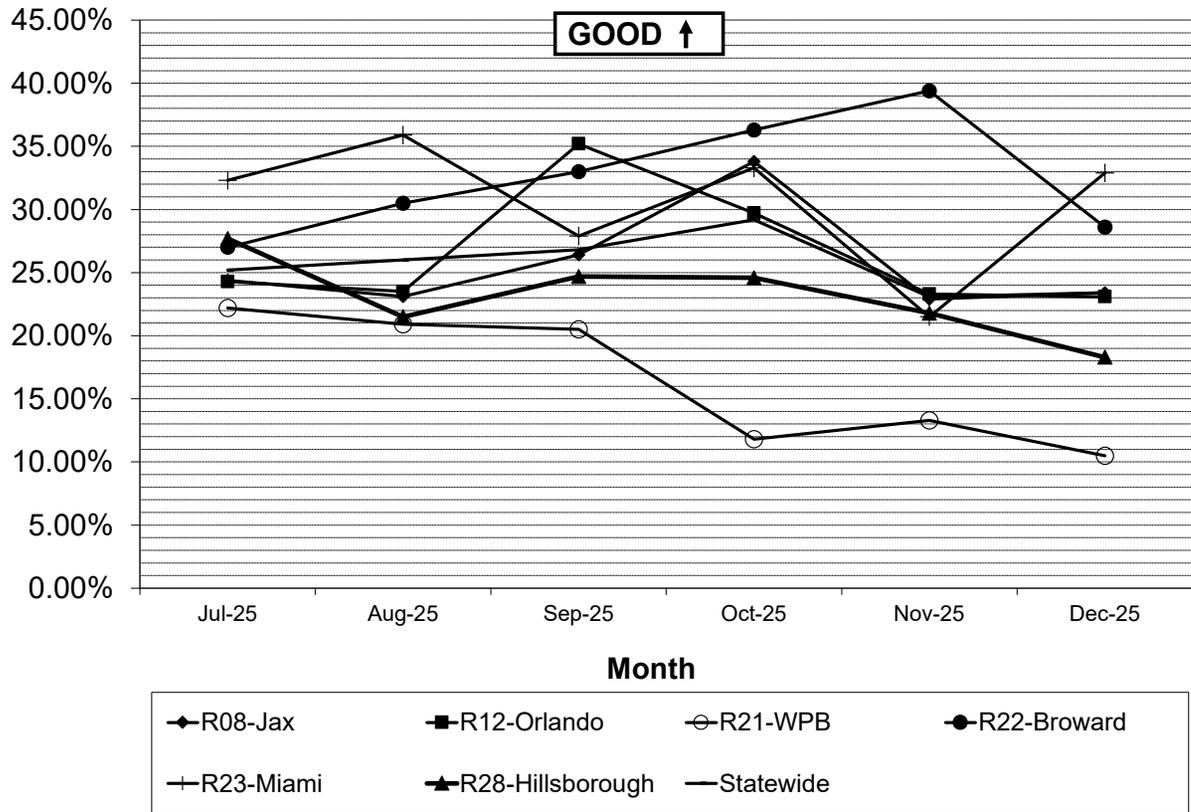


**Program Year-to-Date (YTD) Participation Rate as of December 2025**

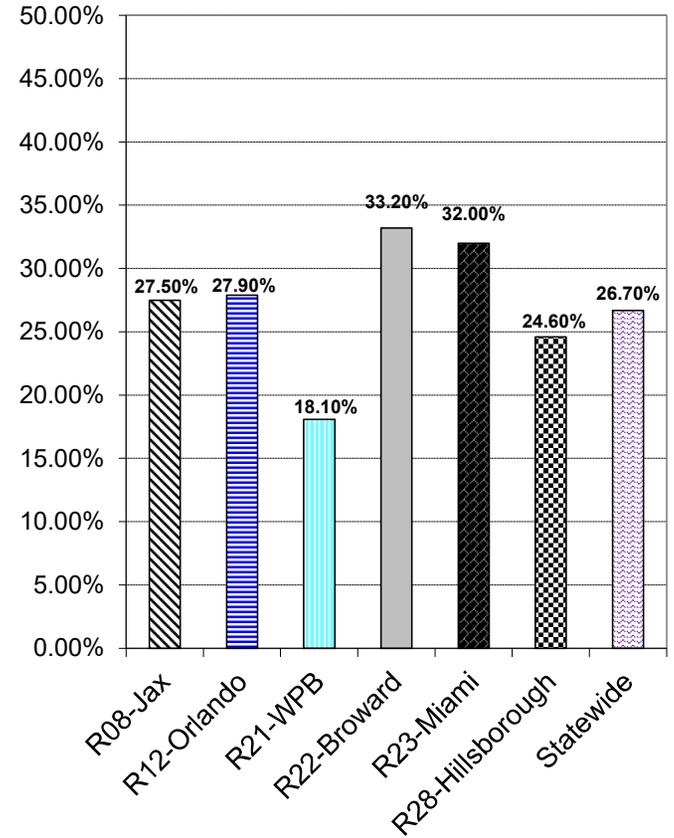


## Welfare Transition Program (WTP) Entered Employment Rate (EER) Data for the Big 6 Regions

**Month-to-Month Entered Employment Rate from July to December 2025**



**Program Year-to-Date (YTD) EE Rate as of December 2025**

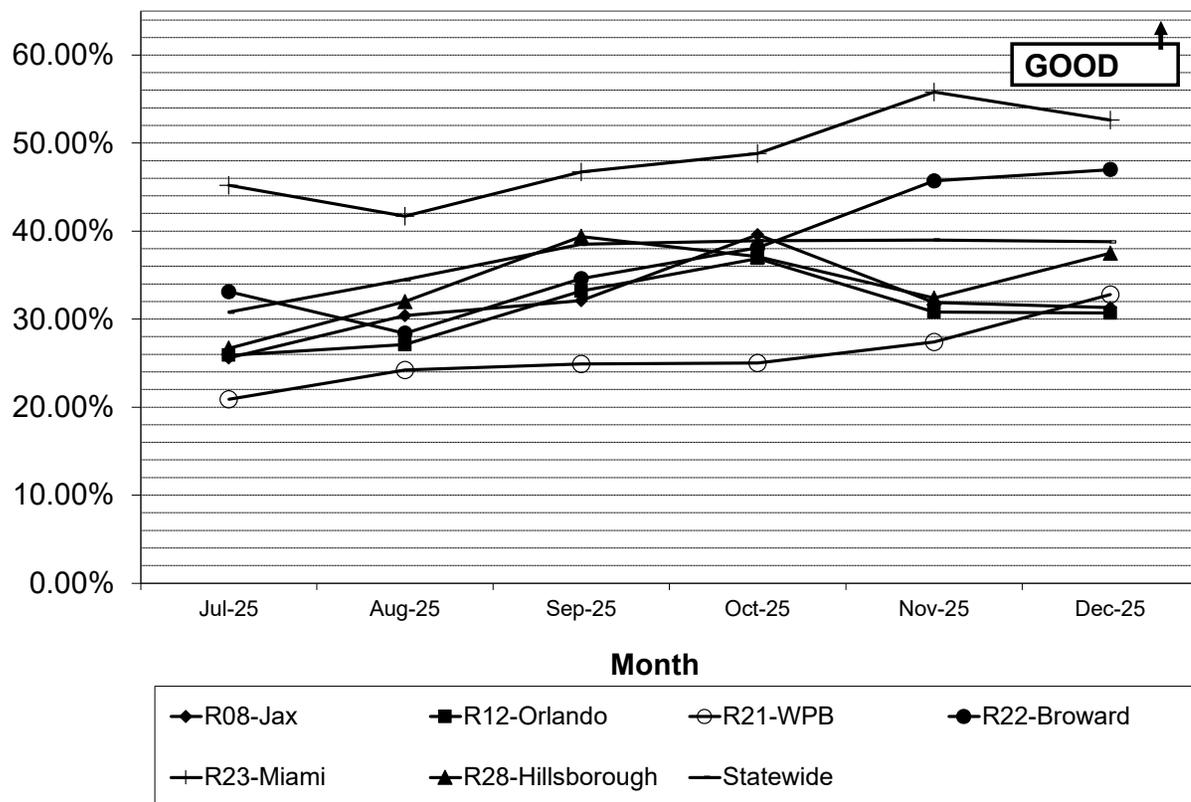


## Analysis of Welfare Transition Program (WTP) Performance

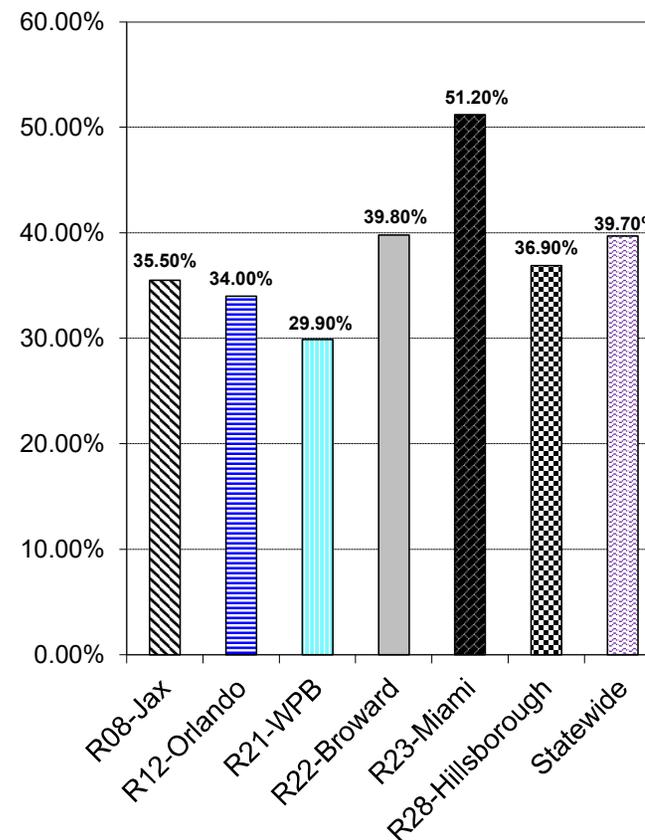
	<u>Measure</u>	<u>Goal</u>	<u>Month (November)</u>	<u>PYTD</u>
<b>WTP Program Performance At-A-Glance</b>	All Family Participation	50%	25.4%	38.2%
	Two-Parent Family Participation	90%	20.0%	32.0%
	Entered Employment Rate (EER)	39%	28.6%	33.2%
<b>Current Situation and Performance Summary</b>	<p>In relation to the Big 6 Regions:</p> <p>All Family Participation Rate CSBD ranks 1<sup>st</sup> in performance for the month and ranks 1<sup>st</sup> for Program Year 25/26</p> <p>Two-Parent Participation Rate CSBD ranks 1<sup>st</sup> in performance for the month and ranks 1<sup>st</sup> for Program Year 25/26</p> <p>Entered Employment Rate CSBD ranks 2<sup>nd</sup> in performance for the month and ranks 1<sup>st</sup> for Program Year 25/26</p>			
<b>Strategies and Action Steps</b>	<p>To improve the entered employment rate,</p> <ul style="list-style-type: none"> <li>CSBD focused this month on engaging WTP customers who were fully job-ready and available for immediate placement, working through coordinated efforts with Business Services to align them with employers reporting active openings. This targeted approach increased the probability of connecting customers without seasonal or logistical barriers during the holiday season to viable opportunities.</li> </ul>			

## Wagner-Peyser (WP) Program Entered Employment Rate (EER) Data for the Big 6 Regions

Month-to-Month Entered Employment Rate from July to December 2025



Program Year-to-Date (YTD) EE Rate as of December 2025

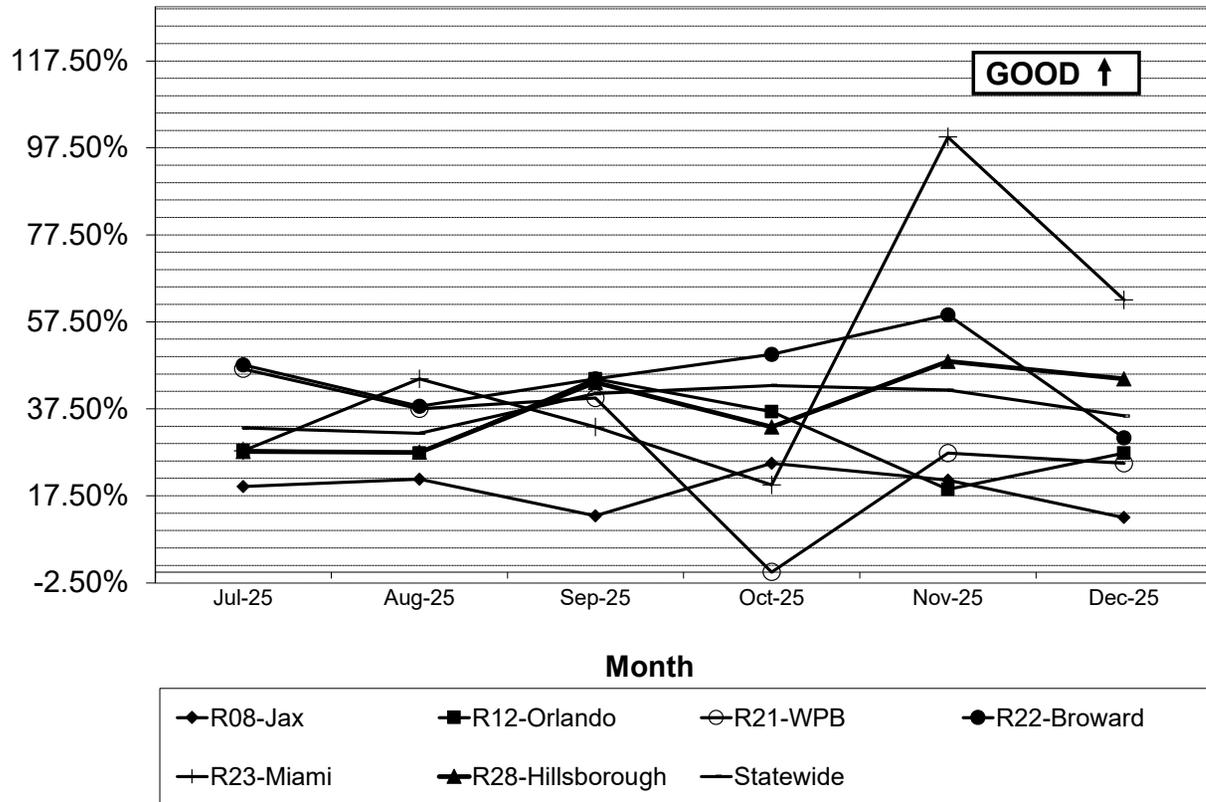


## Analysis of Wagner-Peyser (WP) Performance

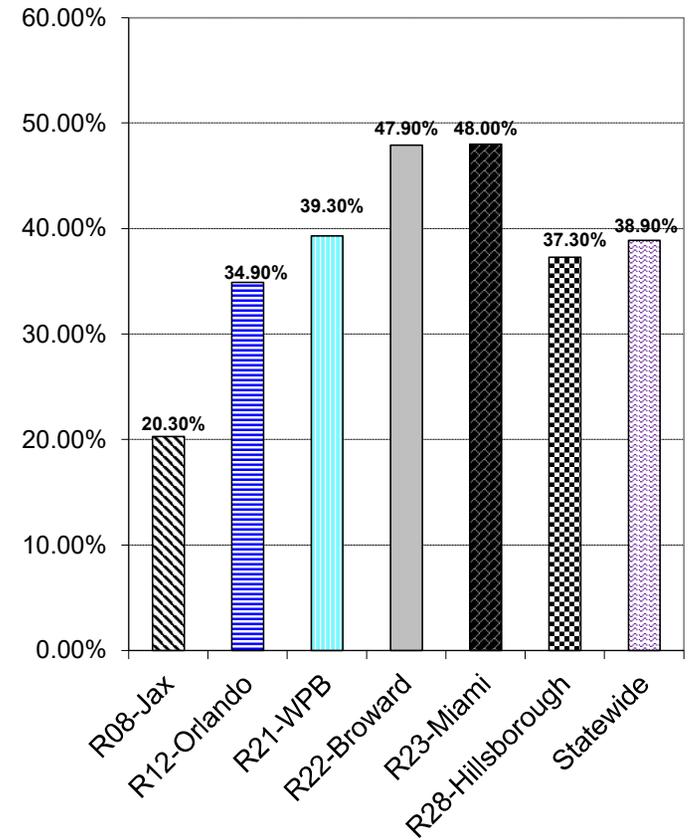
WP Program Performance At-A-Glance	Measure	Performance*	
		Month (December)	PYTD
	Entered Employment Rate (EER)	47.00%	40.00%
<p><i>*Please note: The performance detail is based on the Monthly Management Report (MMR). Due to lagging data, our true YTD rate will adjust at the end of the program year.</i></p>			
Current Situation and Performance Summary	<p>In relation to the Big 6 Regions:</p> <p>CSBD ranks 2<sup>nd</sup> for the month and ranks 2<sup>nd</sup> year-to-date in Entered Employment Rate.</p>		
Strategies and Action Steps	<p>To improve our WP EER:</p> <ul style="list-style-type: none"> <li>• CSBD explored how automation is affecting several in-demand occupations in Broward County. Self-help guides were introduced to the team as tools to strengthen conversations about transferable skills and help customers consider alternative career paths where their experiences align.</li> <li>• The team is strengthening efforts to support older workers as they navigate today's evolving job market by developing a workshop curriculum focused on resume enhancement, updated job search strategies, and confidence-building with current hiring tools</li> </ul>		

## Veterans' Entered Employment Rate (EER) Data for the Big 6 Regions

**Month-to-Month Entered Employment Rate from July to December 2025**



**Program Year-to-Date (YTD) EE Rate as of December 2025**

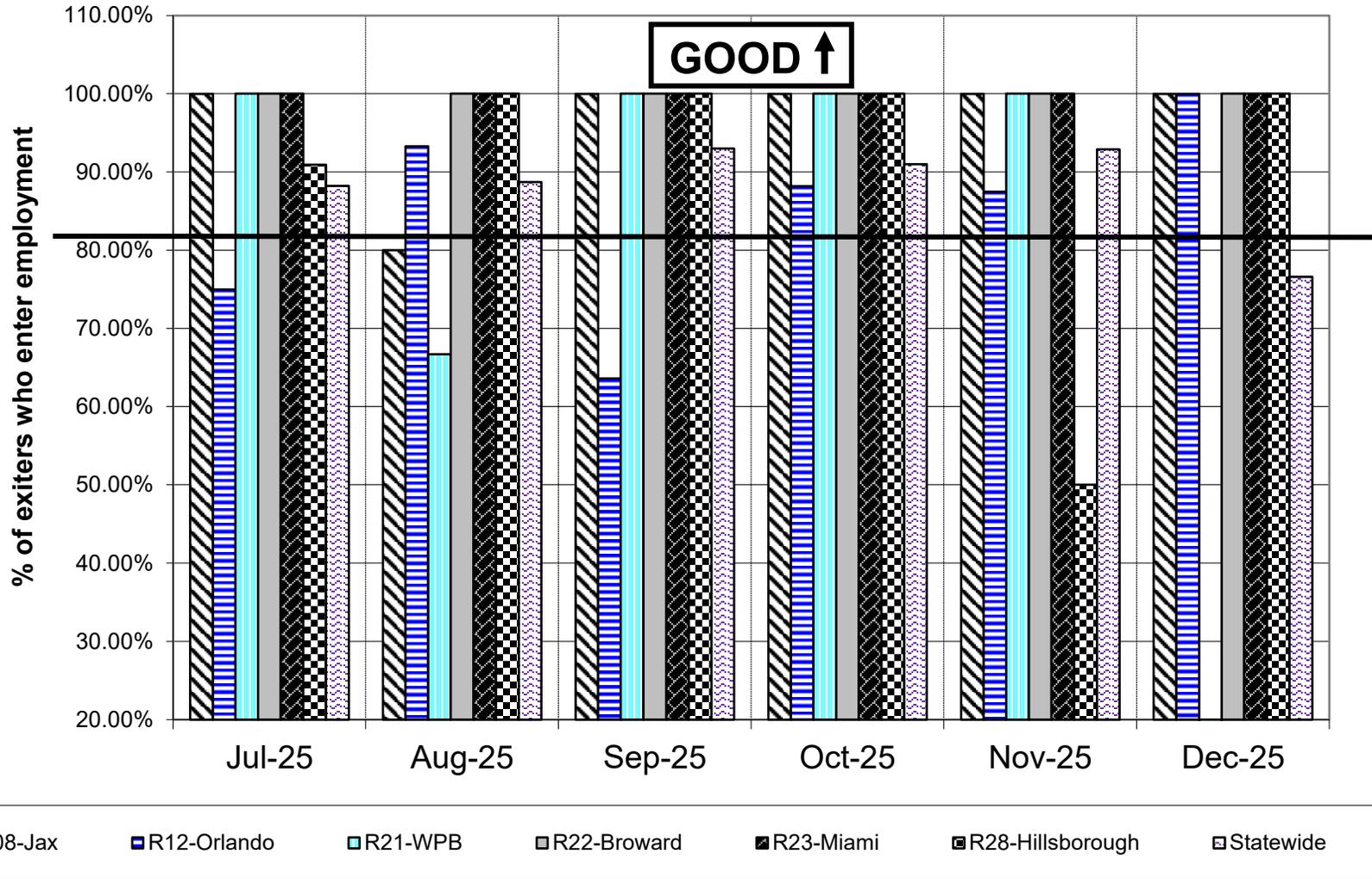


## Analysis of Veterans' Performance

Veterans Program Performance At-A-Glance	<u>Measure</u>	Performance*	
		Month(December)	PYTD
	Entered Employment Rate (EER)	30.8%	47.9%
<i>*Please note: The performance detail is based on the Monthly Management Report (MMR).</i>			
<b>Current Situation and Performance Summary</b>	<p>In relation to the Big 6 Regions:</p> <p>CSBD ranks 3<sup>rd</sup> for the month and 2<sup>nd</sup> for the Program Year in Veterans' Entered Employment Rate.</p>		
<b>Strategies and Action Steps</b>	<p>To increase our EER, the following strategies were implemented:</p> <ul style="list-style-type: none"> <li>The team enhanced outreach to military families as part of the Florida Network Navigator initiative by engaging job seekers and partner agencies to identify individuals with military-connected relatives and increase awareness of available services. Staff also developed targeted marketing materials to support this prioritized population in the grant.</li> </ul>		

### Comparison of the Workforce Innovation and Opportunity Act (WIOA) Entered Employment Rate for Adult & Dislocated Workers across the 6 largest Regions in Florida from July to December 2025

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 (December)	PYTD
	Entered Employment Rate	100%	94%
<b>Current Situation and Performance Summary</b>	<p>Since July, CSBD has assisted 158 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>CSBD is in 1st place in the Adult and Dislocated Worker Entered Employment category for the year-to-date and in a five-way tie for December.</p>		
<b>Strategies and Action Steps</b>	<p>To increase WIOA performance, we implemented the following strategies:</p> <ul style="list-style-type: none"> <li>Recognizing the ongoing need to provide hands-on learning opportunities, we connected eight local small businesses and nonprofit employers actively seeking new talent with WIOA participants eager to gain practical workplace experience. The fair, held at the end of January, allowed nearly 40 participants to meet with employers and, in several cases, interview on the spot. Currently, four participants are engaged in follow-up interviews and exploring the opportunities that best align with their employment goals. Staff were present throughout the event to encourage and assist participants, and several of our long-term unemployed customers expressed sincere appreciation for the chance to sharpen their interview skills and for the guidance provided by the Success Coaches.</li> </ul>		

# **Kris Hopkins**

**Port Agent and Assistant Vice President | Seafarers International Union**

Kris Hopkins is a senior labor leader in the maritime workforce sector, serving as a Port Agent and Assistant Vice President with the Seafarers International Union (SIU). His work focuses on maritime labor relations, workforce representation, and issues affecting merchant mariners, port operations, and logistics-related employment.

## **Industry Expertise**

Hopkins' professional experience centers on maritime labor and union representation, with an emphasis on workforce issues connected to ports, shipping, and logistics. His work is closely associated with South Florida's port community, including labor matters related to Port Everglades and regional maritime employers.

## **Leadership & Representation**

Hopkins holds multiple leadership roles within organized labor. He serves as a District Vice President on the Florida AFL-CIO Executive Board and as a Division Vice President (Sales, Service & Miscellaneous) on the Broward County AFL-CIO Executive Board, representing the Seafarers International Union. He also serves as a Vice President of the Greater South Florida Maritime Trades Council.

## **Community Engagement**

Hopkins has been involved in union-led community initiatives, including disaster relief efforts and outreach activities coordinated through maritime labor organizations and port stakeholders in South Florida.

## **Public-Facing Role**

In his leadership capacities, Hopkins participates in labor forums, public meetings, and maritime workforce events, representing organized labor in discussions related to ports, shipping, and workforce policy.

# Kelly Moore

**Campus President** | Keiser University - Fort Lauderdale

Dr. Kelly Moore is a seasoned leader in career-focused higher education with over **20 years of experience** in academic administration and student affairs. Currently, she serves as the **Campus President** for Keiser University's Fort Lauderdale location, where she oversees campus operations, degree program growth, and student success initiatives.

## Education

- **Doctor of Higher Education Management:** University of Pennsylvania.
- **Master of Science in Public Service Management:** DePaul University.
- **Bachelor of Arts in History:** DePaul University.
- **Paralegal Certificate:** Roosevelt University.

## Career Highlights

- **Keiser University:** As Campus President, she is a vocal advocate for the university's impact on Florida's workforce, frequently representing the institution at events like "Keiser University Day" at the state capitol.
- **Lincoln College of Technology:** Previously served as Campus President for the Denver location, managing vocational and skilled trade programs.
- **Executive Leadership:** Her prior experience includes serving as President for **Westwood College** and the **Career Colleges of Chicago**, focusing on allied health, IT, and business curriculums.
- **Early Career:** She began her professional journey in various departments (Student Affairs, General Counsel, Finance) at **Northern Arizona University** and **DePaul University**.

## Community Leadership & Recognition

Dr. Moore is deeply integrated into the South Florida business community. She has served as:

- **Chairperson:** Greater Fort Lauderdale Chamber of Commerce Uptown Council.
- **Board Member:** Previously served on the board of the **Colorado Chamber of Commerce** and the **Colorado Association of Career Colleges & Schools**.
- **Media Contributor:** Featured on the *Keiser Voices Podcast*, where she discusses the "legacy of learning" and the historical role of women in educational leadership.

## Philosophy

Dr. Moore's leadership is centered on the belief that education creates a "generational cycle" of success, helping students master skills that allow them to change their lives and influence their families for years to come.

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## Memorandum #03 - 25 (FS) Revised

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

**From:** Carol Hylton, President/CEO

**Subject:** Program Year 25/26 Revised Budget

**Date:** February 10, 2026

### SUMMARY

This is our annual update from the preliminary budget presented in June. It is the adjusted budget based upon the final grant awards received by CareerSource Broward (CSBD). The CSBD formula grants for Program Year (PY) 25/26 total \$14,070,073, an increase of \$340,472 or 2% more than the planning numbers presented in June, as we had slightly more carry forward than anticipated. Dedicated grants total \$12,365,024. While some of the dedicated grants were funded at lower levels, we have an overall increase of \$239,882 in those funds. Our total available budget is \$26,435,097 (\$14,070,073 + \$12,365,024) for PY 25/26. Approved at the 1/27 One Stop Services and 2/9 Executive Committee meetings.

### BACKGROUND

We present our annual budget to the Broward Workforce Development Board, Inc. (BWDB) and the CSBD Council of Elected Officials (Council) in the spring based on planning numbers received from the state prior to the beginning of the new program year. An adjusted budget based on the actual grant awards is brought back to the CSBD governing boards in mid-year for final approval.

The budget does not include the General Fund which is reported separately. The Budget Summary presented on the last page does not include dedicated grants in the total of funds available because those grants may only be spent for the specific purposes outlined in those grants. Table 1 details the dedicated grants.

This update follows the same format used when the budget was presented in June as developed and approved by the CSBD governing boards over the course of many years.

CSBD adheres to the guiding principles below in creating the budget:

1. Maintaining the administrative cap at 9%. The statutory limit for administration is 10%.
2. Spending at least 50% of the WIOA Adult and DW funds on training per State statute.
3. Assuring consistent Success Coach to participant ratios.

### DISCUSSION

Table 1 lists our dedicated grants to present a full picture to the governing boards of the funds allocated or awarded to CSBD. They are presented separately from our formula grants and are not included in the Budget Summary presented on the last page because we are unable to plan or predict whether they will be awarded each year. The Dedicated Grants Table has been updated to reflect actual grants received for PY 25/26.

**Table 1: Dedicated Grants – PY 25/26 Awards**

<b>Grant / Program</b>	<b>Description</b>	<b>Amount PY 25/26</b>
Children’s Services Council (CSC)	Summer Youth Employment Program (SYEP)	\$ 4,277,213
Broward County	SYEP	700,000
City of Fort Lauderdale	SYEP	150,000
City of Dania Beach	SYEP	50,000
City of Tamarac	SYEP	22,500
Joint Broadband Grant Broward Health will serve as Grant Recipient	For renovation of the Pompano Multipurpose Facility providing workforce and health services	3,000,000
Florida Storms	Temporary jobs for cleanup, humanitarian aid and training	1,519,000 <sup>1</sup>
Non-Custodial Parent Employment	Assists Non-custodial parents with accessing employment services	847,720
Reemployment Services and Eligibility Assessment (RESEA)	Reemployment assistance and assessments	706,000
Flood NEG WIOA	Temporary jobs for cleanup, humanitarian aid and training	264,437
City of Pompano Beach	To provide targeted work-based training and career development opportunities in high demand trades	176,400
Artificial Intelligence – Incumbent Worker Training	To upgrade the AI skills of workers	178,183
Sectors for Strategic Focus <i>(This is a new grant)</i>	To support career exploration, occupation skills training in - Transportation, Manufacturing, Healthcare, Logistics	265,000
Florida / Hope Network Navigators <sup>2</sup>	To support Apprenticeship Navigator objectives and develop work-based training for targeted industries	208,571
	<b>Total</b>	<b>\$12,365,024</b>

CSBD was awarded a **Broadband Grant** to work with Broward Health on a capital outlay to expand health services and telehealth to Pompano Beach, including a resource area for workforce services. As the majority of the grant is being used for construction, we agreed with the State to let Broward Health serve as the fiscal agent so that we would not be in the position of approving blueprints and construction materials. As was proposed in the original grant \$300,000 will continue to be dedicated to CSBD for renovation of that part of the space dedicated to workforce, furnishings and telehealth services.

<sup>1</sup> Florida Storms-The actual amount received to date is \$714,000. The Government Shutdown has caused delays in receiving the remaining \$805,000. The State has requested the remaining funds.

<sup>2</sup> The State merged the Hope and Navigator grants into one grant.

Table 2 shows the preliminary PY 25/26 budget compared to the actual budget and includes all available formula funds and carry forward.

**Table 2: Preliminary vs. Actual Budget PY 25/26**

<b>Preliminary PY 25/26 Budget</b>	<b>Actual PY 25/26 Budget</b>	<b>Change from Preliminary to Actual Budget</b>
\$13,729,601	\$14,070,073	\$340,472

Table 3 depicts the variance in the separate funding streams from the preliminary budget to the PY 25/26 actual budget. There are rounding differences in this table.

**Table 3: Variance from Preliminary to Actual Budget by Funding Stream**

<b>Funding Stream</b>	<b>Preliminary PY 25/26 Budget</b>	<b>Actual PY 25/26 Budget</b>	<b>Variance</b>
<b>Wagner Peyser (WP)</b>	\$ 1,743,655	\$ 1,779,418	\$ 35,763
<b>Workforce Innovation and Opportunity Act (WIOA) Adult / Dislocated Worker</b>	5,400,495	5,629,795	229,300 <sup>3</sup>
<b>WIOA - Youth</b>	2,130,490	2,135,299	4,809
<b>Welfare Transition Program (WTP)</b>	3,987,572	4,058,171	70,599 <sup>4</sup>
<b>Supplemental Nutrition Assistance Program Employment and Training (SNAP ET)</b>	204,018	204,018	0
<b>Veterans (DVOP/LVER)</b>	263,372	263,372	0
<b>Totals</b>	<b>\$ 13,729,601</b>	<b>\$ 14,070,073</b>	<b>\$340,472</b>

<sup>3</sup> WIOA Adult, Dislocated Worker carryforward was more than projected for PY 25/26.

<sup>4</sup> The WTP carryforward was more than projected for PY 25/26.

The adjustments to the PY 25/26 Budget categories are described below, followed by an overall Budget Summary.

**Program Support Staff Category**

Preliminary		Actual		Change from Preliminary to Actual Budget Available	% Change of Total Budget
PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
\$4,280,529	31%	\$4,417,659	31%	\$137,130	<1%

This category includes staff salaries and benefits other than the CSBD administrative and state Wagner-Peyser staff as follows:

1. CSBD Program Managers, Management Information Systems and Quality Assurance staff.
2. The Integrative Staffing Group (ISG) contract for the three one-stop centers. The contract includes salaries, mandatory benefits, insurance, 401K and health costs at 28% for the staff the latter of which was slightly higher than anticipated.

**Facilities and Related Costs Category**

Preliminary		Actual		Change from Preliminary to Actual Budget Available	% Change of Total Budget
PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
\$2,606,259	19%	\$2,734,600	19%	\$128,341	<1%

1. This category is for rent of the three one-stop centers, supplies, assessments, equipment rental (copiers), telephones and information technology, high-speed lines, monitoring fees, employer/customer outreach and various insurance to cover the agency and boards.
2. While we did reduce space in the Central and South Centers, the State increased our rent which resulted in less savings than anticipated.

**Contracts Category**

Preliminary		Actual		Change from Preliminary to Actual Budget Available	% Change of Total Budget
PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
\$1,297,896	9%	\$1,297,896	9%	\$0	0%

This category includes the following: WIOA out-of-school youth (OSY), WIOA in-school youth (ISY), One Stop Operator and Chamber contracted services:

1. The School Board of Broward County – OSY & ISY	2. HANDY Navigator - OSY
3. FLITE Navigator - OSY	4. Center for Independent Living - OSY
5. Junior Achievement of South Florida - ISY	6. One Stop Operator
7. Hollywood Chamber of Commerce	8. Fort Lauderdale Chamber of Commerce

**Training Category**

Preliminary		Actual		Change from Preliminary to Actual Budget Available	% Change of Total Budget
PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
\$3,940,141	29%	\$4,009,991	29%	\$69,850	<1%

This category includes OJT employer reimbursements, Work Experience, Individual Training Accounts, Customized and Incumbent Worker Training.

**Participant Support Services Category**

Preliminary		Actual		Change from Preliminary to Actual Budget Available	% Change of Total Budget
PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
\$353,938	3%	\$353,938	3%	\$0.00	0%

This category funds participant support costs for gas cards, clothing vouchers, bus passes, and participant performance incentives for WIOA Adult, DW and Youth, and WTP.

We did not add additional funds in this category as we have seen a slight decrease in our WTP customers.

**Administrative Category**

Preliminary		Actual		Change from Preliminary to Actual Budget Available	% Change of Total Budget
PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
\$1,250,838	9%	\$1,255,987	9%	\$5,149	<1%

Our administrative costs are at the 9% allowed per the governing boards. Administration includes both personnel and non-personnel costs for administrative and oversight functions related to the grants. The law allows us to spend 10% of the grants on administration.

**Budget Summary**

Budget Category	Preliminary		Actual		Change in Actual Funds Available from the Preliminary Budget	
	PY 25/26 Budget	% of Total Budget	PY 25/26 Budget	% of Total Budget		
Program Support Staff	\$ 4,280,529	31%	\$ 4,417,659	31%	\$137,130	
Facilities and Related Costs	2,606,259	19%	2,734,600	19%	\$128,341	
Contracts	1,297,896	9%	1,297,896	9%	\$0	
Training	3,940,141	29%	4,009,991	29%	\$69,850	
Participant Support Services	353,938	3%	353,938	3%	\$0	
Administrative Costs	1,250,838	9%	1,255,987	9%	\$5,149	
<b>TOTAL*</b>	<b>\$ 13,729,601</b>	<b>100%</b>	<b>\$ 14,070,073</b>	<b>100%</b>	<b>\$340,472</b>	<b>2%</b>

\*Rounding difference

The budget is in alignment with the current conditions of the local labor market and supports the Board's goal to maximize employment and training opportunities for targeted populations.

The total available formula funding for PY 25/26 is \$14,070,073 with the addition of the \$12,365,024 in dedicated grants, our budget total is \$26,435,097.

**RECOMMENDATION**

That the changes as indicated in this memo from the preliminary to the actual PY 25/26 budget be approved.

## Broward Workforce Development Board (BWDB)

### Draft 2026 Legislative Agenda

#### Introduction

The public workforce system remains lean, effective, and efficient. Every dollar invested by the federal government through the Workforce Innovation and Opportunity Act (WIOA) generates more than \$15 in overall economic value. These returns do not account for additional public savings from reduced reliance on TANF, Medicaid, and other public assistance programs as individuals enter the workforce, nor do they include the significant value of leveraged funding that supports local initiatives such as summer youth employment, work-based learning, and apprenticeship programs.

#### 1. Fully Fund the Workforce System

Concern: The workforce system has been funded at less than recommended levels for many years.

Recommendation: Fund the workforce system at authorized levels to maximize its impact on job placement and business support, enabling more individuals to secure employment and businesses to thrive. The public workforce system is lean, effective, and efficient - each federal dollar invested through WIOA generates more than \$15 in overall economic value. Further, the provision of workforce services is critical as we address the AI revolution and need to assure American workers have the skills for the jobs of the future as many current jobs become obsolete.

#### 2. Modify Florida's 50% ITA Expenditure Requirement to Align with the One Big Beautiful Bill (OB BB) Act's Pell Eligibility

Concern: Florida currently requires that local boards expend at least 50% of Adult and Dislocated Worker funds on training. Boards spent significant amounts of funds on short-term training, which training was not PELL eligible. The OB BB will now allow students to pay for short-term training with PELL grants. This will affect Boards' ability to meet the 50% requirement.

Recommendation: 1) Support legislation that recognizes work experience activities as training, similar to State of Florida policy, not career services as they are currently categorized. 2) Allow local boards to take advantage of WIOA flexibility to direct funds where they will best serve their local communities, and 3) When calculating funds spent on training, include PELL in the calculation to count towards the 50% ITA expenditure requirement.

#### 3. Support Legislation That Expands Apprenticeship Programs

Concern: While apprenticeship programs are proven to connect jobseekers to high-demand careers and provide employers with a skilled talent pipeline, apprenticeship opportunities remain limited. Barriers include administrative complexity for employers—particularly small and mid-sized businesses.

Recommendation: Support legislation that 1) makes it easier for employers to create registered apprenticeships and 2) allow pre-apprenticeship completion to count as training for adults.

#### 4. Preserve Local Control By Maintaining Designation of Local Areas

Concern: While the bill, *A Stronger Workforce For America (ASWA)*, did not pass, new legislation will be introduced and, as in past and current workforce legislation, it should support local area designation. The previous WIOA reauthorization proposal did not preserve local autonomy nor contain the flexibility for workforce boards to deliver services tailored to local needs.

Recommendation: Local Workforce Board input, control, and oversight in partnership with local elected officials is the engine that drives local workforce development. WIOA's governance structure has resulted in program delivery integrity because of performance, accountability, fiscal oversight, procurement standards, and broad local board composition requirements. Being able to respond to unique economic, demographic, and employer characteristics of local communities, as opposed to larger centralized regions that tend to focus on the more concentrated population centers, will result in local workforce systems that continue to best serve our communities.

**Memorandum #05 – 25 (FS)**

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

**From:** Carol Hylton, President/CEO

**Subject:** General Fund Balance

**Date:** February 10, 2026

**SUMMARY**

As of 6/30/25 the General Fund balance was \$1,361,808. From 7/1/25 through 12/31/25, we realized revenues of \$121,394 and incurred expenditures of \$86,808. The General Fund balance as of 12/31/25 was \$1,396,394. Of this amount, \$607,376 is held in reserve leaving a balance of \$789,018.

**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, in the earlier years, the payments are mostly interest, which are covered by the grants. In later years, the majority of the payments 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**

<b>Category</b>	<b>Dollar Amount</b>
Contingency reserve	\$250,000
Depreciation collected to date:	\$1,174,780
Less Principle paid with Depreciation revenue since 1/1/2019	(\$817,404)
<b>Total</b>	<b>\$607,376</b>

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**

<b>Category</b>	<b>Dollar Amount</b>
Food (Calendar Year)	\$27,000
Ticket to Work staff salary, benefits & overhead	\$98,500
Application of our Indirect Cost Rate	\$19,600
President and General Counsel Salary Cap	\$40,000
<b>Total</b>	<b>\$185,100</b>

**DISCUSSION**

The General Fund balance as of 6/30/25 was \$1,361,808. Chart 3, below is a list of the revenues and expenditures from 7/1/25 through 12/31/25. During this period revenues totaling \$121,394 and expenditures totaling \$86,808 were incurred. The total of the General Fund balance including reserves minus expenditures is \$1,396,394.

**Chart 3- Revenues and Expenditures 7/1/25 – 12/31/25**

<b>Category</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Comments</b>
Investment Interest	12,169		SBA
Reimbursement to CSBD	200		Restitution
Ticket to Work (TTW)	23,429	16	Background Check for New Staff
Depreciation collected from grants	85,596		
FY 25/26 Building Principal		65,633	Paid to date \$1,030,196
Capital Expense – Purchase of Air Conditioner for 2890 W. Cypress Creek Building		10,980	The cost will be depreciated against the grants and returned to the General Fund
Food expense		9,352	
Indirect Costs		827	
<b>Total</b>	<b>\$121,394</b>	<b>\$86,808</b>	

The General Fund balance as of 12/31/25 is \$1,396,394 of this amount \$607,376 is held in reserve leaving a balance of \$789,018.

**RECOMMENDATION**

None. For information purposes.

**Memorandum #06 – 25 (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 #3  
PY 24/25 Issued 9/08/25

**Date:** February 10, 2026

**SUMMARY**

Cherry Bekaert conducted fiscal monitoring for the period 3/1/25 through 6/30/25. Cherry Bekaert reviewed a total of 968 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 third and final monitoring for PY 24/25.

**DISCUSSION**

Cherry Bekaert conducted fiscal monitoring for the period 3/1/25 through 6/30/25. Cherry Bekaert reviewed a total of 968 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 #6-25 ATTACHMENT A**  
**Cherry Bekaert Fiscal Findings - PY 24-25**  
**Monitoring Report #3**

<b>Procedure</b>	<b>Report #3</b> 3/1/25 - 06/30/25
Previous Year-end Audit Adjusting Journal Entries	0
Previous Year-end Single Audit Report	0
Insurance	0
Local Plan Controls Review	0
Check Disbursement Walkthrough	0
Budget vs Actual Grants/Programs	0
Cash Draw	0
Cancelled Checks	0
Cash Receipts	0
Bank Reconciliation – Operating Account	0
Bank Reconciliation – Staff Payroll Account	0
Bank Reconciliation – Participant Payroll Account	0
Bank Reconciliation – Money Market General Fund Account	0
Bank Reconciliation – AP	0
Participant Payroll	0
Integrative Staffing Payroll	0
On the Job Training (OJT)	0
Employee Separations	0
Staff Payroll	0
Welfare Transition Program (WTP) Community Work Experience	0
Incumbent Worker Training (IWT)	0
Cell Phone Expenditures	0
Youth Support & WIOA (AD/DW) Payments	0
Non-Payroll Expenditures	0
Procurements – Micro Purchase	0
Procurements – Small Purchases	0
Procurements – RFP/Bid	0
P-Card Expenditures	0
Customer-Related Expenditures – WIOA ITA & WTP	0
Mileage Reimbursements (Individuals)	0
Grant Compliance Review (Hope Florida)	0
Subawarding/Subrecipient Monitoring	0
<b>TOTAL</b>	<b>0</b>

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



**CHILDREN'S SERVICES COUNCIL  
OF BROWARD COUNTY  
MEMBERS:**

- Jeffrey S. Wood, Chair  
Governor Appointee*
- Dr. Christine Thompson, Vice Chair  
Governor Appointee*
- Senator Nan Rich, Secretary  
Broward County Commission*
- Alyssa Foganholi  
Governor Appointee*
- Dr. Howard Hepburn  
Superintendent  
Broward County Public Schools*
- Debra Hixon  
Board Member  
Broward County Public Schools*
- Julia Musella  
Governor Appointee*
- Robert Shea  
Child Protection Director,  
Southeast & Southern Regions  
Department of Children & Families*
- Dr. Paula Thaqi  
Director  
Broward County Health Dept.*
- Honorable Francis Viamontes  
Judicial Member*
- Vacant  
Governor Appointee*

**STAFF**

*Cindy J. Arenberg Seltzer  
President/CEO*

**LEGAL COUNSEL**

*John Milledge  
Garry Johnson*

August 20, 2025

Ms. Carol Hylton  
CEO, CareerSource Broward  
2890 W. Cypress Creek Rd.  
Fort Lauderdale, FL 33309

**Financial and Administrative Review of CareerSource Broward,  
Program and Contract – SYEP #23-5016.**

Dear Ms. Hylton,

We are pleased to inform you that the Children's Services Council of Broward County (CSC) completed the financial and administrative review of CareerSource Broward, program and contract, SYEP #23-5016, funded by the CSC. The assessment tools are attached to this report.

In general, CareerSource Broward has sufficient controls in place to manage the program, and we are happy to report that there were no findings that impacted the administration of the program.

**SYEP #23-5016:**

- You are commended for a financial and administrative review with no findings.

A copy of this report has been retained in your file for future reference. If you plan to apply for future funding, the contents will be considered during the rating of your funding proposal.

Thank you for your cooperation during the review process. We hope that you find the administrative evaluation informative. Your agency can respond in writing with feedback on the financial and administrative review experience and report. If you have any questions, please contact me at (954) 377-1140 or [mrazavi@cscbroward.org](mailto:mrazavi@cscbroward.org).

Sincerely,

*Mina Razavi*

Mina Razavi  
Assistant Director of Finance

**Memorandum #05 – 25 (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 #3 – PY 24/25 – Issued 10/1/2025

**Date:** February 10, 2026

**SUMMARY**

THMP conducted program monitoring for the period March 18, 2025 through July 31, 2025. They reviewed a total of 181 files consisting of 7,163 elements. There were 3 findings and 9 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**

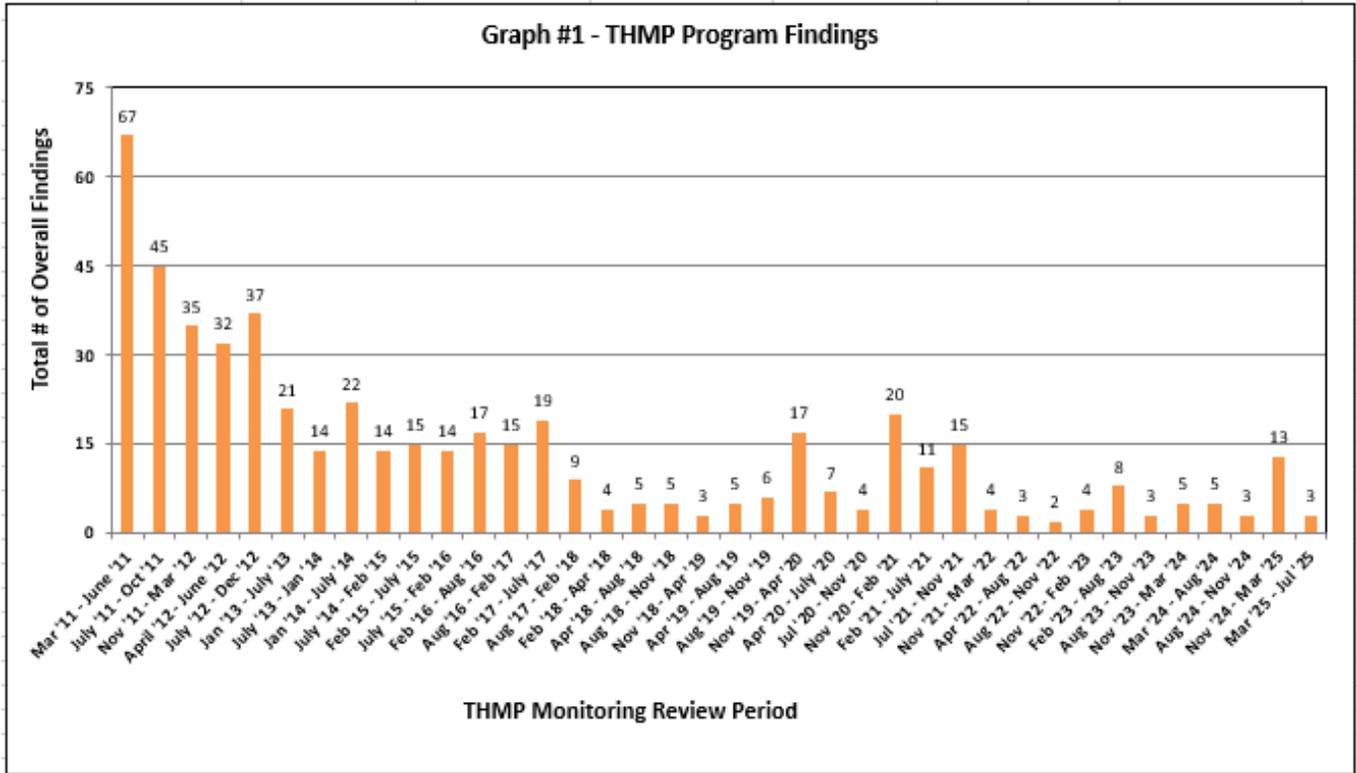
THMP monitors program activities three times a year. This was the third and final monitoring for PY 24/25. This monitoring covered the period March 18, 2025 through July 31, 2025.

**DISCUSSION**

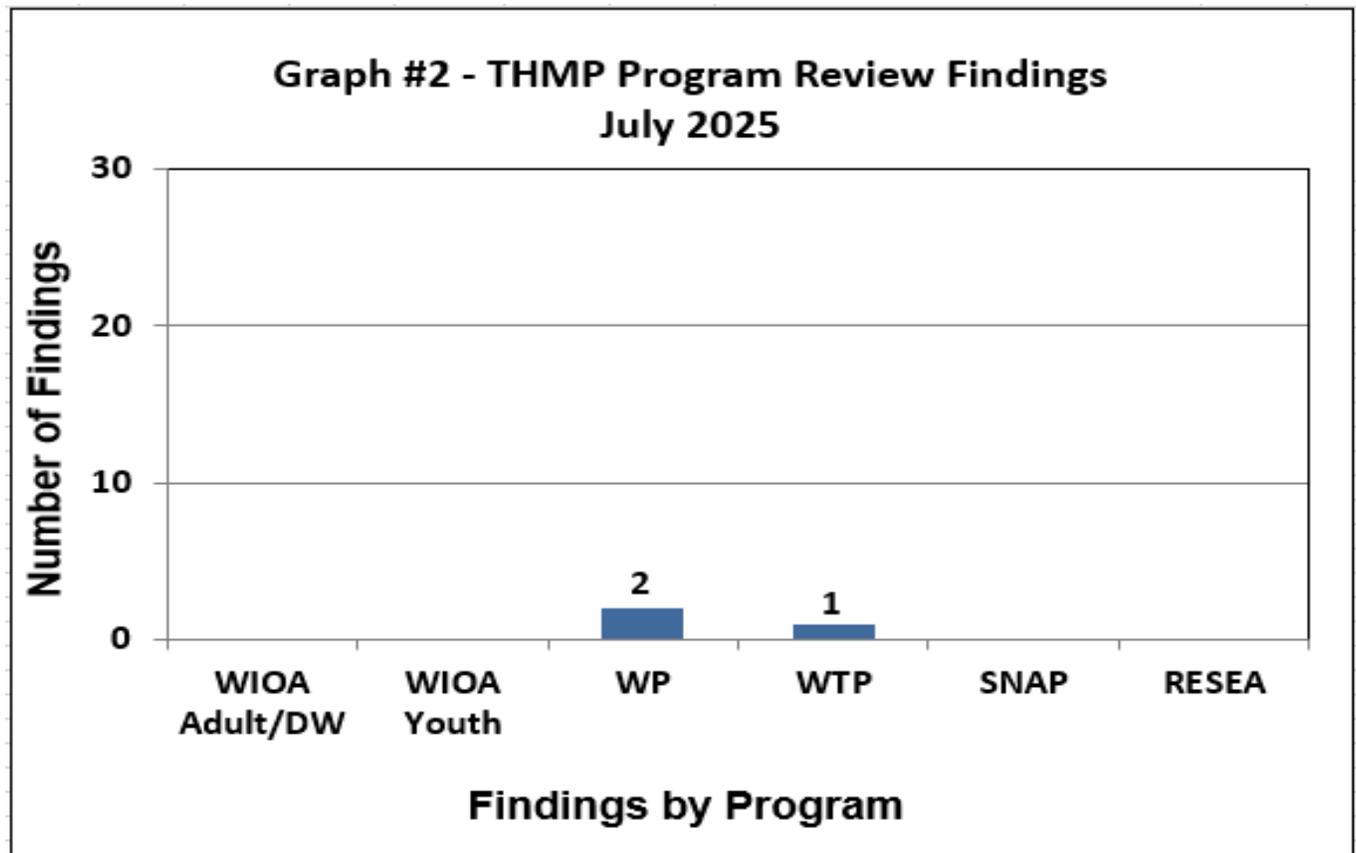
THMP identified 3 findings and 9 observations during their program monitoring visit. They reviewed a total of 181 files consisting of 7,163 elements. This equates to an error rate of .06%, or less than 1%.

**THMP Program Findings**

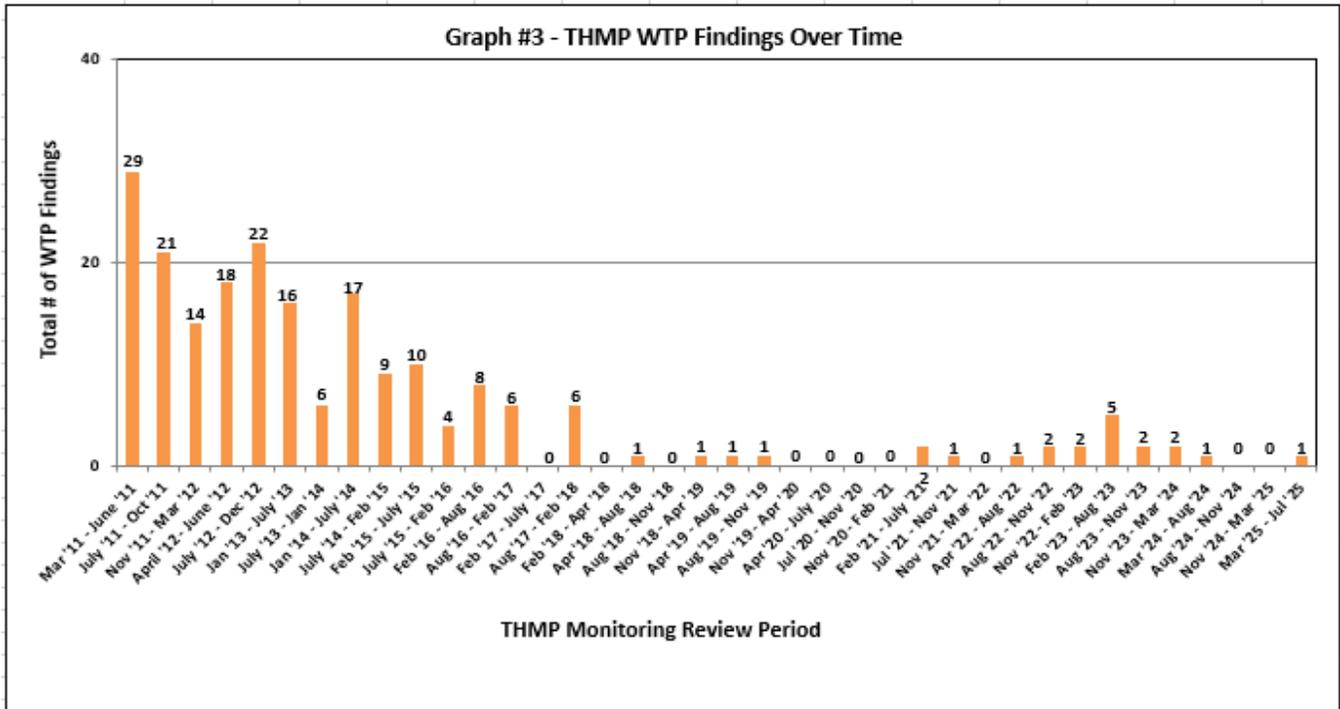
A chart trending program findings, per review period since March 2011, is represented in Graph #1, as follows:



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 March 2025 – July 2025

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

#### WIOA Adult/Dislocated Worker

- A. 30 WIOA Adult, Dislocated Worker and Special Project customers files from enrollments in Employ Florida (EF) were reviewed; 10 from each Center. There were **(0)** findings and **(0)** observations.
- B. 3 WIOA Incumbent Worker Training (IWT) customers from enrollments in Employ Florida (EF) were reviewed. There were **(0)** findings and **(0)** observations.
- C. 3 NDWG Hurricane Ian customers from enrollments in Employ Florida (EF) were reviewed. There were **(0)** findings and **(0)** observations.

#### WIOA Youth

- A. 20 WIOA Youth files were reviewed: 3 CareerSource Broward (CSBD), 1 Center for Independent Living (CIL), 3 FLITE Center, 2 HANDY, 4 Junior Achievement (JA), and 7 School Board of Broward County (SBBC). There were **(0)** findings and **(1)** observation.

<b>Observation File/System Review</b>
The Annualized Family Income (AFI) for one participant was incorrectly calculated; however, the error did not affect the WIOA low-income eligibility determination.
<b>Recommendation</b>
The customer's AFI should be recalculated and corrected and the WIOA and Employ Florida (EF) entry should be corrected.
<b>Agree / Disagree</b>
Agree
<b>Resolution</b>
The customer's AFI was recalculated and corrected in EF and the income calculation in DMS was reviewed with the Success Coach. The relevant youth policy was updated to include a step-by-step income calculation desk aide for staff to follow.

**Wagner-Peyser (WP)**

- A. 30 WP accounts were reviewed; 10 from each Center. There were **(2)** findings and **(0)** observations.

<b>Findings WP/Service Documentation Review</b>
<ul style="list-style-type: none"> <li>a) A staff-assisted customer registration was completed by WIOA staff, but there was no case note documenting the customer's permission to create the account in EF.</li> <li>b) A veteran customer received a DVOP Intake Screening code 159, but the case note in EF did not document the specifics of the service provided.</li> </ul>
<b>Recommendation</b>
<ul style="list-style-type: none"> <li>a) Staff-assisted registrations should contain the customer's permission to create the EF account and document it in a case note.</li> <li>b) When DVOP staff provide an Intake Screening code 159, the case note in EF must document the results of the screening, specific eligibility criteria, referral, and outcome.</li> </ul>
<b>Agree / Disagree</b>
Agree
<b>Resolution</b>
<ul style="list-style-type: none"> <li>a) The staff member was apprised of the issue and reminded to follow WP policy and procedures. The case note was added to the customer file.</li> <li>b) The case note was amended to include the appropriate specifics aligned to the activity requirements, and their caseload files were monitored for compliance and there was no reoccurrence of this issue. Further, a reporting process requiring weekly updating and case review has been put into place to sustain compliance.</li> </ul>

- B. 30 WP job orders were reviewed. There were **(0)** findings and **(0)** observations.

## **Reemployment Services and Eligibility Assessment (RESEA)**

10 RESEA files were reviewed from Employ Florida (EF). There were **(0)** findings and **(0)** observations.

## **Welfare Transition Program (WTP)**

A. 21 WTP mandatory files were reviewed (9 from North, 8 from Central, and 4 from South). There were **(1)** finding and **(2)** observations.

<b>Finding</b> WTP File/System Review
The number of Community Service Work Experience (CSWE) hours assigned to complete was greater than the number allowed per the benefit calculation for one (1) participant.
<b>Recommendation</b>
Staff should determine whether the hours assigned are actually exceeding the maximum permissible.
<b>Agree / Disagree</b>
Agree
<b>Resolution</b>
This is an isolated incident involving a typo. The calculation documented was correct, stating a maximum of 74 hours and it was typed in the IRP as 75 maximum hours. Training was conducted with the Success Coach by the WTP Supervisor, on the proper method of calculating community service activity hours in accordance with benefit level and local policy. Additional quality control reviews have been implemented to ensure accuracy in hours assigned.

<b>Observation</b>
IRPs retained in case files contained unclear steps to self-sufficiency for two (2) participants.
<b>Recommendation</b>
Staff should ensure appropriate actions are documented accurately.
<b>Agree/Disagree</b>
Agree
<b>Resolution</b>
WTP Program Manager and WTP Supervisor reviewed proper IRP development and related policies with the Success Coach. In addition, the Success Coach was enrolled in THMP's WTP Training, which was completed.

B. 3 WTP Upfront Diversion files were reviewed from South; There were **(0)** findings and **(0)** observations.

C. 21 WTP transitional files were reviewed; 7 from North, South and Central each. There were **(0)** findings and **(0)** observations.

## **Supplemental Nutritional Assistance Program (SNAP)**

10 SNAP files were reviewed. There were **(0)** findings and **(6)** observations.

<b>Observation</b> SNAP File/System Review
<ul style="list-style-type: none"><li>a) An incorrect outcome was recorded for the Appointment Activity for a participant.</li><li>b) Documentation in the case file supported hours worked that were not recorded as participation on the JPR screen in OSST for a participant.</li><li>c) The assigned activities/hours in OSST did not agree with the Monthly Participation Agreement (MPA) in the case file for (3) participants.</li><li>d) The conciliation initiated for failure to comply with program requirements was not lifted in a timely manner subsequent to compliance by a participant.</li></ul>
<b>Recommendation</b>
<ul style="list-style-type: none"><li>a) Staff should ensure appointment statuses are updated in OSST within two business days through internal tracking and staff reminders.</li><li>b) Staff should ensure assigned activities/hours are properly recorded and updated in OSST.</li><li>c) Staff should ensure the activities/hours on the MPA and the activities/hours are documented in the case notes are the same.</li><li>d) Staff should reinforce timely case management through clear expectations, regular file reviews, and use of scheduling tools.</li></ul>
<b>Agree / Disagree</b>
Agree
<b>Resolution</b>
<ul style="list-style-type: none"><li>a) A training was conducted with staff to roll out a new process to record the 590 code the same day it occurs.</li><li>b) The Center Manager conducts bi-weekly spot checks for compliance, reporting that all relevant cases have been recorded timely.</li><li>c) CSBD's Policy 594, SNAP Employment and Training Activities, has been updated to include the correct proration of assigned hours according to State guidelines.</li><li>d) The SNAP Program Manager and Center Manager developed a cross-training plan to ensure timely case management, regular file reviews, and use of scheduling tools so that cases are entered in OSST in a timely manner.</li></ul>

## **RECOMMENDATION**

None. For information purposes only.

# 2026 Community Partner Legislative Positions

## Workforce Excerpts

### **Florida Restaurant & Lodging Association (FRLA)**

- Support continued funding for VISIT FLORIDA. FRLA further supports extending VISIT FLORIDA'S sunset date to facilitate strategic planning and marketing for the near-term and long-term.

### **South Florida Manufacturers Association (SFMA)**

- SFMA supports SB 528 / HB 483 to ensure Florida's manufacturing continues to grow, innovate, and create jobs across the state. These bills ensure manufacturing remains a strategic priority for Florida, now and in the future. The bill establishes a Chief Manufacturing Officer within FloridaCommerce, creates the Florida Manufacturers' Workforce Development Grant Program, requires a biennial State of Manufacturing Report of the sector in Florida, and launches a statewide marketing and promotional campaign, which in concert will support economic growth, workforce development, and industry competitiveness.

### **Broward County Public Schools**

- Support legislation that ensures competitive compensation and performance-based bonuses for the instructional workforce, and promotes long-term recruitment and retention of high-quality educators, while also establishing paid family leave benefits for school district employees to strengthen recruitment and retention, promote employee well-being, and provide greater stability and continuity in the classroom for students.

### **Florida Hospital Association (FHA)**

- Workforce Development: A strong and sustainable health care workforce is essential to ensuring Floridians receive high-quality care. Florida's hospitals are facing critical shortages across all health professions, from physicians and nurses to allied health professionals. As such, support policies that strengthen workforce pipelines, expand training opportunities, and provide necessary resources to attract and retain health care professionals.

### **Florida Chamber of Commerce**

- Building Florida's Talent Pipeline: Support policies that strengthen pre-k-post-secondary education, skills training, and work-based career and technical learning to meet Florida's current and future workforce demand.



# SAVE THE DATE



**WEDNESDAY, MARCH 4, 2026**  
**8:30 A.M. - 12:30 P.M.**

**AMERANT BANK ARENA** | *Home of the Florida Panthers*

CareerSource Broward, in partnership with the Broward County School Board, is proud to announce the 2026 Worlds of Work (WOW) conference and expo. This amazing event allows our 9th and 10th-grade high school students to get a hands-on educational opportunity to become familiar with the wide range of career opportunities available to them. Youth will have the opportunity to participate in virtual reality work experiences in various high-wage-demand occupations. From robots to aircraft and healthcare simulations, career options will come alive for the teen!

Today's challenging economy means young people need to make the best career choice possible. However, many students do not know the details or educational requirements surrounding demand occupations within various industries. Worlds of Work focuses on introducing our students to the amazing career opportunities that are available to them. Youth from Broward County high schools will soon be gearing up to attend the 2026 Worlds of Work Expo. Universities and technical colleges will be on hand to advise youth on how to best prepare for their futures and showcase how youth can get the skills they will need to succeed.

At WOW, employers will collaborate within ten world industry focus areas to create interactive and immersive experiences for the students. Each world will be responsible for showcasing exciting careers in high demand and providing opportunities for economic mobility. Local educators will participate in their respective worlds to provide the most engaging opportunities for all participants.

1. Aviation
2. Construction, Energy and Utility
3. Manufacturing
4. Healthcare
5. Hospitality
6. Information Technology
7. Logistics, Transportation, and Automotive
8. Marine
9. Public Safety and Service
10. Professional Services

## Guide to Workforce Acronyms

**ADA:** Americans with Disabilities Act  
**CSBD:** CareerSource Broward  
**CSF:** CareerSource Florida and Board of Directors  
**CBO:** Community Based Organization  
**CEO:** Chief Elected Official  
**DCF:** Department of Children and Families  
**DJJ:** Department of Juvenile Justice  
**DOC:** Department of Corrections  
**DOE:** Department of Education  
**DOEA:** Department of Elder Affairs  
**DOLETA:** Department of Labor  
**DMS:** Department of Management Services  
**DVOP:** Disabled Veterans Outreach Program, at One Stop  
**EER:** Entered Employment Rate  
**EFI:** Enterprise Florida, Inc., the state economic development entity.  
**EF:** Employ Florida. Florida's automated job marketing and matching system  
**EITC:** Earned Income Tax Credit  
**EN:** Employment Network; the designated organization involved in Ticket to Work (TTW) program  
**ES:** Employment Service, now more commonly referred to as the Job Service  
**ETA:** Employment and Training Administration (of the United States Department of Labor).  
**EWT:** Employed Worker Training program  
**FEMA:** Federal Emergency Management Agency  
**FETPIP:** Florida Education and Training Placement Information Program  
**FFY:** Federal Fiscal Year  
**FloridaCommerce:** State of Florida Department of Commerce  
**FUTA:** Federal Unemployment Tax Act – funding source for Wagner-Peyser & UC administration  
**GED:** General Education Development (testing for high School equivalency)  
**HHS:** Health and Human Services; federal agency responsible for public assistance and similar services for low-income individuals.  
**IDA:** Individual Development Accounts. Matched savings account that lets the person withdraw for education, starting a business or buying a home.  
**ISY:** In School Youth  
**ITA:** Individual Training Accounts, Program for individuals with income qualifications that allows them to receive training and other services offered through the One-Stop Career Centers  
**IWT:** Incumbent Worker Training – skills upgrade training grant program administered by CareerSource Florida.  
**LMI:** Labor Market Information  
**LVER:** Local Veterans Employment Representative at a Career Center. State employee  
**LWDB:** Local Workforce Development Board  
**MIS:** Management Information System - used both generically and in reference to a specific system.  
**NAFTA:** North American Free Trade Agreement, which includes provisions for the Transitional Adjustment Assistance Program to assist workers in firms impacted by imports from Canada or Mexico or by shifts in production to those countries. Provides for training services

and income maintenance (Replaced as a separate program by TAA).  
**NASWA:** National Association of State Workforce Agencies (Replaced ICESA)  
**NAWB:** National Association of Workforce Boards  
**NAWDP:** National Association of Workforce Development Professionals  
**NEG:** National Emergency Grant – special funding from USDOL for disaster response  
**NGA:** National Governors Association  
**OJT:** On-the-Job Training  
**OSST:** One Stop Service Tracking – interim IT system used for TANF – WT  
**OSY:** Out of School Youth  
**PY:** Program Year, July 1-June 30  
**QRT:** Quick Response Training - customized training grant program for new hires administered by CareerSource Florida  
**REACT:** Reemployment and Emergency Assistance Coordination Team, DEO unit for responding to Dislocated Worker events.  
**RESEA:** The Reemployment Services and Eligibility Assessment (RESEA) Program is funded by the U.S. Department of Labor to help unemployment insurance claimants return to work faster.  
**SFY:** State of Florida Fiscal Year, July 1 – June 30  
**SNAP:** Supplemental Nutritional Assistance Program (formerly Food Stamp, Employment and Training (FSET) – portion of Food Stamp program where recipients can volunteer to search for jobs at the One Stop Center  
**TAA:** Trade Adjustment Assistance, federal programs to provide for retraining and reemployment services for individuals who become unemployed as a result of increased imports from anywhere in the world, including NAFTA countries  
**TANF:** Temporary Aid to Needy Families, temporary cash assistance, formerly referred to as AFDC (Aid for Dependent Children).  
**TAT:** Technical Assistance and Training  
**TJTC:** Targeted Jobs Tax Credit, a tax credit for businesses who hire persons from specific target groups such as welfare recipients, economically disadvantaged youth, Vietnam-era veterans, etc.  
**TOL:** The Targeted Occupation List (TOL) governs the provision of training programs being offered to individuals needing training assistance within the workforce system in compliance with federal law.  
**TORQ:** Transferable Occupation Relationship Quotient – skills, skill gaps and transferrable skills analysis  
**TTW:** Ticket to Work; Social Security Program to pay programs which help place people drawing social security disability  
**UC:** Unemployment Compensation  
**UI:** Unemployment Insurance; the federal program which helps insure workers who have paid into the program against periods of unemployment  
**USCM:** U.S. Conference of Mayors  
**USDOL:** United States Department of Labor  
**VET:** Veteran Employment and Training program

**VOC-ED:** Vocational Education; now called career technical and adult education  
**VR:** Vocational Rehabilitation (Voc-Rehab) Part of WIOA that serves people with disabilities  
**WP:** Wagner-Peyser Act - Establishes the public employment service (under DEO) and provides for its funding.  
**WARN:** Worker Adjustment and Retraining Notification Act  
**WEX:** Work Experience  
**WEC:** Workforce Estimating Conference  
**WIOA:** Workforce Innovation and Opportunity Act of 2014. Federal legislation authorizing adult, dislocated worker and youth programs. WIOA recognizes the significant role of employers in any workforce strategy.  
**WT:** Welfare Transition (WT), Florida's welfare reform program since 2000  
**WTP:** Welfare Transition Program  
**W-t-W:** Welfare-to-Work both a generic term referring to current welfare reform activities and a specific program funded through U.S. Department of Labor Grants to states, localities and provides to provide special assistance (expired 2004).  
**WOTC:** Work Opportunity Tax Credit, a federal incentive to employers for hiring welfare recipients, Vets and disaffected youth

For more information on Florida's workforce system and programs visit:  
<http://careersourceflorida.com>

## **CAREER AND JOB INFORMATION SOURCES**

Broward Workforce Development Board

[www.careersourcebroward.com](http://www.careersourcebroward.com)

Broward Intern

[www.browardinern.com](http://www.browardinern.com)

CareerSource Florida

[www.careersourceflorida.com](http://www.careersourceflorida.com)

Employ Florida

[www.employflorida.com](http://www.employflorida.com)

## **EMPLOYMENT AND TRAINING**

My Next Move

[www.mynextmove.org](http://www.mynextmove.org)

Unemployment Claims

[www.fluidnow.com](http://www.fluidnow.com)

[www.floridajobs.org](http://www.floridajobs.org)

USDOL, Employment and Training Administration

[www.doleta.gov](http://www.doleta.gov)

O\*Net

[www.doleta.gov/programs/onet](http://www.doleta.gov/programs/onet)

National Association of Workforce Boards (NAWB)

[www.nawb.org](http://www.nawb.org)

U.S. Conference of Mayors

[www.usmayors.org](http://www.usmayors.org)

WorkforceGPS

[www.workforcegps.org](http://www.workforcegps.org)

## **WELFARE TO WORK**

Dept. of Health & Human Services/Admin. For Children & Families

<https://www.acf.hhs.gov/>

Joint Center on Poverty Research

<https://jointcenter.org/>

## **LABOR MARKET INFORMATION**

Bureau of Labor Statistics

[www.bls.gov](http://www.bls.gov)

Bureau of Economic Analysis (Dept. of Commerce)

[www.bea.gov](http://www.bea.gov)

Minimum Wage

[www.dol.gov/dol/topic/wages/minimumwage.htm](http://www.dol.gov/dol/topic/wages/minimumwage.htm)

Florida Labor Market Information

[www.floridajobs.com/](http://www.floridajobs.com/)

Labor law/Wage and Hour

[www.dol.gov/whd/](http://www.dol.gov/whd/)

Federal Reserve Bank of Atlanta

<https://www.frbatlanta.org/chcs/human-capital-data-and-tools>

## **GENERAL**

Florida State Legislature (Online Sunshine)

[www.leg.state.fl.us](http://www.leg.state.fl.us)

U.S. Congress

[www.house.gov](http://www.house.gov)

[www.senate.gov](http://www.senate.gov)

Work Opportunity Tax Credit

<https://www.doleta.gov/business/incentives/opptax/>

Federal Bonding Program

[www.bonds4jobs.com](http://www.bonds4jobs.com)

Opportunity Zones

<https://www.floridajobs.org/business-growth-and-partnerships-for-businesses-and-entrepreneurs/business-resource/opportunity-zones-program>

## **YOUTH WORKFORCE DEVELOPMENT**

Florida Dept. of Education

[www.fldoe.org](http://www.fldoe.org)

Youth Promising and Effective Practices Network

[www.nyec.org/pepnet/](http://www.nyec.org/pepnet/)

National Youth Employment Coalition

[www.nyec.org](http://www.nyec.org)

Employ Florida

[www.employflorida.com](http://www.employflorida.com)

## **DISABILITY**

Social Security/Work Incentives

[www.ssa.gov/disability/](http://www.ssa.gov/disability/)

Americans with Disabilities

[www.ada.gov](http://www.ada.gov)

[www.dol.gov/dol/topic/disability/ada.htm](http://www.dol.gov/dol/topic/disability/ada.htm)

Ticket to Work

<https://choosework.ssa.gov/>

## **WOMEN'S EMPLOYMENT**

U.S. Department of Labor

<http://www.dol.gov/wb/>

## **SENIORS**

AARP

[www.aarp.org](http://www.aarp.org)

[www.aarp.org/about-aarp/careers/](http://www.aarp.org/about-aarp/careers/)

Florida Department of Elder Affairs

<http://elderaffairs.state.fl.us>

Employ Florida Marketplace Silver Edition

<https://silver.employflorida.com/vosnet/default.aspx>

## **VETS**

Dept. of Veteran Affairs

[www.va.gov](http://www.va.gov)

[www.vacareers.va.gov](http://www.vacareers.va.gov)

[www.careeronestop.org/militarytransition/](http://www.careeronestop.org/militarytransition/)

Employ Florida Vets

<https://veteran.employflorida.com/vosnet/Default.aspx>