

MEETING AGENDA

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

**Partnership Meeting #238
Thursday, October 28, 2021
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

This meeting is being held in person and virtually accessible by Zoom.

<https://us02web.zoom.us/j/87904108123?pwd=UEVXYkdubDlkbmE5Z3BQSWpsZmExdz09>

PROTOCOL FOR TELEPHONE/ZOOM MEETING

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

The Board and Council are reminded of the conflict of interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting whether or not you are able to attend the meeting if you have a conflict with any agenda items.

PLEDGE OF ALLEGIANCE

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

MISSION MOMENT

APPROVAL OF MINUTES

Approval of the minutes of 9/23/21 Partnership Meeting #237.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Partnership Meeting

Pages 9 – 16

CONSENT AGENDA

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

ACCEPTANCE OF CONSENT AGENDA

RECOMM	Approval
ACTION	Motion for Approval

1. Monthly Performance Report

September's data reflects that within the Big 7 Regions CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st in all three WTP measures - EER, Two Parent and All Family Participation Rate and, ranks 2nd in Wagner Peyser and Veterans EER.

ACTION	Review
EXHIBIT	Performance Report for September

Pages 17 – 28

2. Letters of Support

Letters were written to support the grant application for 1) the South Florida Smart and Connected Communities Coalition's application for the American Rescue Plan Act Build Back Better Regional Challenge and Quick Response customized training applications for training executives for primary managerial functions for 2) American Queen Steamboat Company to assist in the creation of 100 new jobs with an average annual salary of \$66,000 and 3) West Marine to assist in the creation of 60 new jobs with an average salary of \$200,000.

ACTION	None
EXHIBIT	None

REGULAR AGENDA

These are items that the Council and Board will discuss individually in the order listed on the Agenda. Individuals who wish to participate in these discussions may do so merely by raising their hands 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. 2022 BWDB Legislative Agenda

Generally, we align our workforce legislative agenda with that of the Florida Workforce Development Association (FWDA). This year, the FWDA lobbyist has recommended that FWDA refrain from adopting an agenda, and instead FWDA members are encouraged to make concerted efforts to become better known to their legislative delegations. This is something that we have always done. We have a number of ideas for better educating our delegation and the committees. There are also some aspects of HB 1507 implementation which we should follow as they will impact us. To maximize our ability to provide input we are recommending coordination with our CSBD Council member lobbyists to assist us. Approved at the 10/5 Strategic Planning and 10/11 Executive Committee meetings. *(This is in alignment with the Board goal to develop and utilize a legislative agenda to improve employment services and opportunities in Florida.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBITS	Memo #13 – 21 (LS) 2022 Legislative Session Dates 2022 Broward Legislative Delegation Directory 2022 Board Legislative Contact Tracker

2. Request for Quotes for an Economic Study

Consideration to approve releasing a Request for Quotes for up to \$25,000 of formula funds for an economic study to augment the economic data we get from the State and the Greater Fort Lauderdale Alliance. The information gained will 1) assist us in better localizing our labor market information to guide our resource investment recommendations for our Four-Year Plan 2) help us assess economic conditions in our workforce area 3) assess our workforce capabilities as this is a fundamental driver of local economic development and will help us work with our education partners in identifying training for emerging jobs, thereby expanding the supply of prepared workers 4) answer board member questions, such as occupations seeing the most worker attrition and 5) provide us with information specific to our area, which we often need when we pursue discretionary grants. Approved at the 10/5 Strategic Planning and 10/11 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.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

3. Additional ITA Programs for WIOA Youth

Consideration to allow our WIOA out of school youth to enroll in courses on the Eligible Training Provider List currently limited to our Welfare Transition customers. These courses are in-demand occupations as is required under WIOA but they result in placements below the wage needed for WIOA adult performance. As the youth wage needed for performance is much lower than that required for adult performance this will open up more training options for youth, many of them short in duration allowing quick successes for youth who are generally new entrants into the labor market. Since Board members, Dr. Mildred Coyne, Francois LeConte, and James Payne have conflicts this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting. *(This is in alignment with the Board goal to align Broward County community services, social services, and education, to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

RECOMM	Approval
ACTION	2/3 Motion for Approval
EXHIBIT	Memo #11 – 21 (OPS)

4. Renewal of MOU Between CSBD and the Urban League of Palm Beach County

Consideration to renew the Memorandum of Understanding with the Urban League of Palm Beach County (ULPBC) as required under the Workforce Innovation and Opportunity Act. ULPBC became a mandatory one-stop partner when they were awarded a Title V Senior Community Services Employment Program discretionary grant by the US Department of Labor. Approved at the 10/11 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #08 – 21 (LS)

Pages 47 – 48

5. President/CEO Evaluation

In accordance with the Broward Workforce Development Board, Inc. and CareerSource Broward Council of Elected Official's policy, the Executive Committee evaluated the President/CEO using an instrument developed by the Organizational Resources Committee. The evaluation instrument was distributed to the Executive Committee members by the Legal Department in August. The combined overall rating totaled 3.9 out of a possible 4.0. Approved at the 10/11 Executive Committee meeting. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

RECOMM	Review of President/CEO Evaluation
ACTION	Discussion
EXHIBITS	Memo #09 – 21 (LS) President/CEO Evaluation Form

Pages 49 – 52

6. Board Member Terms

Consideration to approve the Ad Hoc Organizational Resource Committee's (ORC) recommendations on how best to implement the new state requirement limiting board member terms to 8 years. The Committee approved 1) implementing a rotation of 25% of the membership every 2 years to avoid having to appoint a new board every 8 years and 2) that the members' rotation be determined in the order of attrition, volunteers, and random selection. The rotation schedule, if approved by the governing boards will begin with the reappointment of members in January 2022. Approved at the 7/26 ORC and 10/11 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.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #03 – 21 (LS) Revised

Pages 53 - 55

7. Opportunity Zone On the Job Training (OJT) Wage Reimbursement Waiver Request

CareerSource Broward is seeking approval to engage in a discussion with the Florida Department of Economic Opportunity to request a waiver from the US Department of Labor. To increase our OJT wage reimbursement rate from 75% to 90%. The waiver would apply to 1) employers in an Opportunity Zone or distressed zip code and 2) employers willing to hire and train participants that reside in these targeted areas. Approved at the 9/1 Employer Services and 10/11 Executive Committee meetings. *(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.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #01 – 21 (CBR)

Page 56

8. Property & General Liability Insurance Renewal

CareerSource Broward maintains property and general liability insurance coverage which must be renewed annually in December. Quotes were solicited by our agent from three companies. We are recommending that we select our current carriers, as the other quotes were much higher. Our carriers are the Nautilus Insurance Company Inc. for our 1) commercial general liability at an annual cost of \$47,287 2) commercial property coverage at an annual cost of \$59,708 and 3) Allianz Global Corporate & Specialty Marine Insurance Company for electronic data processing coverage at an annual cost of \$14,057. The total annual premium for all will be \$121,052. This is a total increase of \$11,717 over last year. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

REPORTS

1. CSBD Selected to Participate in Department of Labor Pilot Program

CareerSource Broward has been selected as one of only three workforce boards in the nation to participate in a Department of Labor pilot program. The purpose of the pilot is to demonstrate collaboration between the workforce development system and the financial services industry to inform future policy development and technical assistance. We will be working on strategies to build capacity within the workforce system to leverage Community Reinvestment Act efforts through bank investment in disability employment for low-income individuals.

ACTION	None
EXHIBIT	Letter

Pages 57

2. CareerSource Broward's 2021 "Paychecks for Patriots" Veterans Hiring Fair

CareerSource Broward will host its 9th annual "Paychecks for Patriots" Veterans Hiring Fair on Thursday, November 18th as part of an initiative by the Florida Department of Economic Opportunity to hold veteran-themed hiring events across the state during the month of November. Due to the Pandemic, last year's event was 100% virtual. We are excited to welcome job seekers back to this year's event as we offer a combination of in-person and virtual experiences.

ACTION	None
EXHIBIT	None

3. **Board Members Recognition**

We would like to inform the board of Josie Bacallao's official resignation from the board as a result of her retirement which she announced earlier this year, Janet Wincko's resignation as she moves on to bigger and better things and Samuel Robbin's resignation on the occasion of his relocation.

ACTION	None
EXHIBIT	None

4. **Broward County Unemployment**

The unemployment rate in Broward County was 4.4 percent in September 2021. This rate was 3.3 percentage points lower than the region's year ago rate. In September 2021, Broward County's unemployment rate was 0.2 percentage points lower than the national rate (4.6 percent). Out of a labor force of 1,055,549, there were 46,144 unemployed Broward County residents.

ACTION	Discussion
EXHIBIT	Broward County Labor Market Information

Pages 58 – 59

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

MATTERS FROM THE BOARD

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

<p><i>THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR 12/9/21 AT 12:00 P.M. to 2:00 P.M.</i></p>
--

MEETING MINUTES

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

**Partnership Meeting #237
Thursday, September 23, 2021
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 Josh Levy, Commissioner Tim Ryan, Mayor Dean Trantalis, Gina Alexis, Gary Arenson, Zac Cassidy, Kristen Cavallini-Soothill, Dr. Ben Chen, Heiko Dobrikow, Paul Farren, Frank Horkey, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Ismael Martinez, James Payne, Jim Ryan, Pam Sands, Richard Shawbell, Cynthia Sheppard, and Marjorie Walters

Guests: Lynn Goldman, Broward Technical Colleges & Technical High Schools, Joe Schumacker, SpareZ, Jason Kruszka, and Eugen Bold, Office of Broward County Commissioner

Staff: Carol Hylton, Rochelle Daniels, Ron Moffett, Mark Klincewicz, Kim Bryant, Tony Ash, Latema King and Amy Winer

MISSION MOMENT

Joseph Schumacker, owner of SpareZ Bowling Center and a worksite partner in the Summer Youth Employment Program, provided the Mission Moment.

APPROVAL OF MINUTES

Approval of the minutes of 7/22/21 Partnership Meeting #236.

On a motion made by Gary Arenson and seconded by Heiko Dobrikow, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the minutes of the 7/22/21 Partnership meeting #236.

Approval of the minutes of 8/6/21 CSBD Council of Elected Officials Meeting.

On a motion made by Mayor Josh Levy and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the minutes of the 8/6/21 CSBD Council of Elected Officials meeting.

CONSENT AGENDA

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

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Dr. Ben Chen and seconded by Gary Arenson, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of 9/23/21.

1. Monthly Performance Report

July's data reflects that within the Big 7 Regions CSBD is tied for 1st in WIOA Entered Employment Rate (EER), ranks 1st in WTP EER, and ranks 2nd in Wagner Peyser and Veterans EER.

2. Letters of Support

Letters of support were written for 1) Broward College's Critical Occupations Response through Education - Life Sciences training grant to provide short-and long-term certifications for middle skill occupations 2) Ocean Air, Inc., Quick Response Training (QRT) grant application to assist in the creation of 6 new jobs in Microsoft Suite, ISO training overview and IT skills operational upgrade training with an average annual salary of \$75,000 and 3) Sintavia, LLC., QRT grant application to assist in the creation of 50 new jobs with an average annual salary of \$80,000. The training will focus on core competencies of additive manufacturing with a combination of technical, project management, and service training.

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. Revision to the BWDB By-Laws

Considered adoption of amendments to the By-Laws occasioned by new State policies and legislation. The By-Laws amendments address member terms, reinstates the Organizational Resources Committee as an Ad Hoc Committee to be called for specific purposes when needed, describes officer and committee responsibilities, nominations procedures, meetings requirements, conflict of interest requirements, and incorporates some BWDB practices not previously set forth in the By-Laws. Approved at the 8/27 Ad hoc Organizational Resources and 9/13 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 gave an overview of the amendments to the By-Laws. She told the governing board members that the new language in the By-Laws in blue meant the change was related to a legislative or State policy requirement.

Some of the items highlighted were:

- The requirement is that new members receive an orientation within the first six months of their appointment.
- Those individuals nominated to the Board be decision-makers within their organizations.
- That Board members be representative of the demographics of Broward County.
- The reset of members' fixed and staggered terms. All appointments will now be in January, which will result in all members being reappointed 1/1/22 for a 1 or 2-year term.
- Members will be eligible for reappointment for up to 8 years.
- Per State guidance, vacancies will need to be filled within 12 months.
- Officers' terms will be to serve for 2 years instead of 1 year and may serve for 2 non-consecutive 2-year terms.
- Setting the Board quorum at 40%.
- The requirement for members to join a committee.

Ms. Daniels also reported that the Ad Hoc Committee, at its 8/27 meeting, asked staff to track member attendance at the beginning and end of our meetings and to report back to the committee after a year and if indicated the number required to meet quorum could be reconsidered.

Gary Arenson inquired if we need to send our updated By-Laws to the State. Ms. Daniels responded that it is not required and we do not need State approval.

Mayor Levy asked Ms. Daniels if the By-Laws comply with all State and Federal rules. Ms. Daniels responded yes. Mayor Levy stated that the By-Laws are very detailed and constructive. He further thanked everyone who worked on them.

On a motion made by Francois Leconte and seconded by Heiko Dobrikow, the Broward Workforce Development Board, Inc. unanimously approved the revisions to the Board By-Laws.

On a motion made by Mayor Josh Levy and seconded by Mayor Dean Trantalis, the Council of Elected Officials unanimously approved the revisions to the Board By-Laws.

2. **Management Study/Organizational Assessment**

Considered issuing a request for quotes for a management study. Commissioner Ryan suggested that CSBD consider engaging a firm to conduct an organizational assessment that could provide current management and the governing boards with some fresh perspectives on existing practices. We have received approval from the State to conduct the study up to a cost of \$50,000. The Ad Hoc Organizational Resources Committee recommended that the President/CEO be able to expand the study as long as there was no increase to the cost, if additional areas were identified as appropriate to the study. One of the areas suggested was methodologies for allowable fundraising activities. Upon approval, an RFQ will be released in October. We will allow 30 days for the responses. Approved at the 8/27 Ad Hoc Organizational Resources and 9/13 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.)*

Ms. Hylton reviewed the four areas of focus for the study. They were 1) our operations and human resource functions to determine changes needed based on lessons learned from the pandemic 2) whether the functions and staff in the Communications and Business Relations Dept. should be separated, and if yes, how the key decision-making, communication, and control relationships will be assigned 3) whether the functions and people assigned to the various youth programs should be all be housed in the Operations Department 4) are there functions within the Finance Department that can be streamlined and/or outsourced (such as special grants and participant payroll), resulting in cost efficiencies including through technology and software solutions.

Commissioner Ryan stated as we move forward the areas of the study could change. He inquired if we have some flexibility with the RFQ to study some other areas. Ms. Hylton stated if the entity procured to conduct the study brings up additional areas of focus, and there is no increase to the cost of the study, we could expand the study.

On a motion made by Commissioner Tim Ryan and seconded by Gary Arenson, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the Management Study/Organizational Assessment.

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

Considered approval of the placement of an ad in the GFLA 2022 Economic Sourcebook to increase employer awareness of our business services. The cost of the ad is \$3,823. GFLA is a partner in the Sourcebook and will realize about \$380 from the ad. Because Board member, Bob Swindell, represents GFLA, a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 9/1 Employer Services and 9/13 Executive Committee meetings. *(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.)*

Heiko Dobrikow declared a conflict of interest for this item as he is on the Board of the GFLA. He abstained from voting and will be required to submit a conflict of interest form.

Mayor Dean Trantalis declared a conflict of interest for this item as he is on the Board of the GFLA. He abstained from voting and will be required to submit a conflict of interest form.

It was noted that Bob Swindell had a conflict of interest for this item as he is employed by the GFLA. He was not in attendance but will be required to submit a conflict of interest form.

On a motion made by Zac Cassidy and seconded by Gina Alexis, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the GFLA Economic Sourcebook Ad by a 2/3 vote of the seated quorum.

4. WIOA In-School Youth Work Experience Program

Considered approval of allocating up to \$500,000, which includes youth wages in WIOA youth funds for an In-School Youth program, to provide up to 100 high school seniors with employability skills and a work experience related to their career interests to begin in January 2022. Per Executive Committee recommendation juniors who are now seniors that participated in the 2021 CSBD summer program will be advised of the opportunity to apply once a provider(s) is selected. We are in the process of developing quote specifications. Approved at the 9/9 One Stop Services and 9/13 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders).*

Ms. Hylton stated that the providers selected to deliver the program would have to be able to enter on school premises to recruit the youth.

Mr. Horkey inquired if this is an “earn while you learn” program like an apprenticeship where the employer pays or are we paying the youth? Ms. Hylton responded that we will pay the youth’s wages.

Francois Leconte asked if this will include charter schools or is it just public schools. Ms. Hylton responded that it can be for both charter and public schools.

On a motion made by Heiko Dobrikow and seconded by Francois Leconte, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved allocating up to \$500,000 in WIOA youth funds for an In-School Youth Work Experience Program.

REPORTS

1. Summer Youth Employment Program (SYEP) Report

On 8/17, the Children Services Council of Broward County (CSC) concluded their annual financial and administrative review of the CSC-funded Summer Youth Employment Program. Based on the review, CSBD was commended for no findings in the Fiscal and Administrative Review report.

2. Individual Training Account (ITA) Performance Report

All ITA providers are contractually required to have a minimum 70% training-related placement rate for graduates who complete their programs within 180 days of graduation. CSBD conducted the bi-annual analysis of ITA provider performance in August and found that all training providers met the placement threshold.

3. CSBD Invited to Participate in Broward County Transit System-Wide Study

CSBD has been invited to participate on the Project Advisory Group to provide input to the Transit System-Wide Study team on macro-level policy issues, including considerations for near-term and long-range transportation goals for Broward County.

4. cTORQ Assessment Software to Assist Job Seekers

CSBD utilizes cTORQ software in the career centers to assess job seekers skills applicable to in-demand jobs to help workers transition from unemployment to reemployment and to assist in making career decisions when enrolling into ITA programs. As the current contract expired, CSBD sought quotes for similar types of software. Quotes were received from two (2) other vendors. cTORQ was the least expensive at a cost of \$31,000 a year for an unlimited number of licenses and best meets the needs of our customers. Note, cTORQ was acquired by new owners last year. They offered us the software at \$23,000 an \$8,000 discount over the cost of \$31,000 paid in prior years to encourage us to continue as customers. The discount is no longer available. This is being reported in accordance with our board policy to report single purchases over \$10,000.

5. Qualtrics Survey Software

CSBD utilizes Qualtrics, which is an online survey software, to obtain feedback from job seekers, employers, partners, staff, and board members. Upon expiration of the current contract and in accordance with our procurement policy, CSBD sought quotes for survey software. CSBD received four (4) quotes. Qualtrics was the least expensive at \$15,000 a year, which is the same cost as in prior years. This is being reported in accordance with our board policy to report single purchases over \$10,000.

6. eSkill Software to Assist Job Seekers

eSkill is a type of software CSBD utilizes to assess participants to assist with career decisions, to develop skills and for employer applicant screening. Upon expiration of the current contract and in accordance with our procurement policy, CSBD sought quotes for similar assessment software. CSBD received two (2) quotes. eSkill is at a cost of \$15,000 a year, which is the same as in prior years, was the least expensive and best meets the needs of our customers. This is being reported in accordance with our board policy to report single purchases over \$10,000.

Gina Alexis inquired as to what kinds of skill assessments besides software-related are available? Kim Bryant responded that eSkill goes well beyond Microsoft, and QuickBooks. She explained that there are hundreds of job-based assessments and provided some examples, such as Certified Nursing Assistant. Ms. Alexis stated that she has talked to small employers about our services. She knows of a small business looking for cleaning crews. She stated that even though it is a low-skill job in terms of qualifications the employer is still having difficulties with getting workers. She noted that they need assistance. Ms. Hylton responded that we can connect the employer with Tony Ash who can assist them with our On-the-Job Training program.

7. Broward County Unemployment

The unemployment rate in Broward County was 4.9 percent in August 2021. This rate was 4.6 percentage points lower than the August 2020 rate. In August 2021, Broward County's

unemployment rate was 0.4 percentage point lower than the national rate (5.3 percent). Out of a labor force of 1,054,310, there were 51,894 unemployed Broward County residents.

Ms. Hylton mentioned that in conversations with the State, the State has indicated that more people are coming back to work. However, more people are also leaving their jobs. Ms. Hylton pointed out that hospitality was the second-fastest in growth.

Dr. Ben Chen inquired if we knew which businesses are losing the most people. Ms. Hylton stated that she did not have that answer, but people leaving their jobs are up from 6%. She further stated that she will contact the state to see if we can get the analysis and if so, we will send it to the board.

Zac Cassidy stated that people are leaving electrical jobs for out-of-state jobs paying more than \$30 an hour, getting per diem, and bonuses daily by just showing up on time.

Cynthia Sheppard also added that preschools have taken a nosedive with no staff. There is a waiting list for childcare because teachers are leaving for more money.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

Mayor Trantalis inquired if we are considering going back to in-person meetings. He asked if we are not coming back in person could we change the time of the meetings. Ms. Hylton indicated that we would like to have our first in-person meeting in October. We will offer a call-in or Zoom for members not ready for in-person meetings as an option and take precautions in alignment with CDC guidelines.

Mayor Levy mentioned that we originally moved our meeting from first thing in the morning to lunch because the mayors had a conflict with the Tourist Council meeting.

On a motion made by Mayor Josh Levy and seconded by Francois Leconte, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved meeting in person starting 10/28.

MATTERS FROM THE BOARD

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton stated that September is Workforce Development Professional's Month. We are recognizing and honoring the contributions of our workforce professionals. Ms. Hylton noted that we have identified a workforce professional of the year and will schedule them to attend a future board meeting.

To celebrate our staff for their hard work and dedication and our clean monitoring reports, the board approved ice cream socials at each of our centers. We have done two already. Frank Horkey added that the staff appreciated seeing board members at the events.

Pam Sands mentioned that she will be at the South Center location and thanked the staff for a job well done. Dr. Knowles said that she is looking forward to the ice cream social at the South Center as well.

Ms. Hylton stated that she would send out the date and time to the board again for anyone who wants to participate in the ice cream socials.

Ms. Hylton thanked the governing boards for their time and guidance, which continues to drive our organization forward.

ADJOURNMENT: 1:12 PM.

<p><i>THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR 10/28/21 AT 12:00 P.M. to 2:00 P.M.</i></p>



Performance Report

**Month-to-Month Rolling 12 Month Period &
Program Year-to-Date as of September 2021**

Entered Employment Rate for the Month of September 2021 across all Big Seven Regions

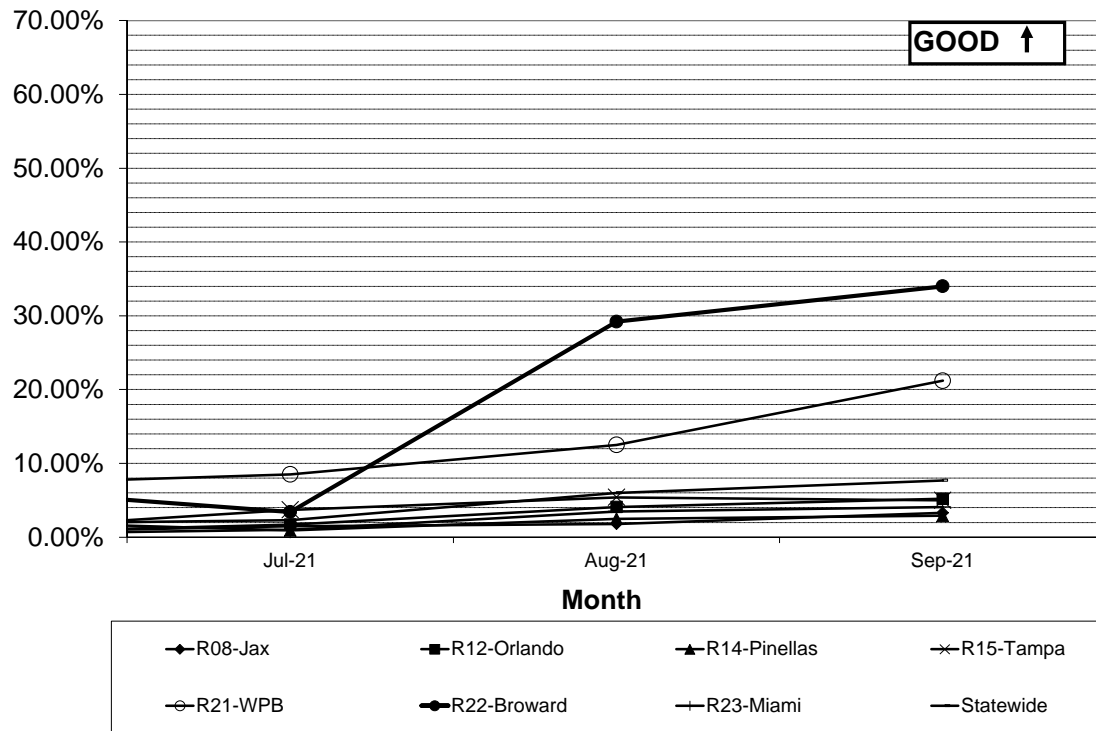
	WTP		Wagner-Peyser		Veterans		WIOA Adult/DW	
Region 8 - Jacksonville	17.90%	↑	15.10%	↓	17.20%	↓	100.00%	—
Region 12 - Orlando	17.50%	↑	33.70%	↓	30.40%	↓	88.00%	↓
Region 14 - Pinellas	19.20%	↑	27.70%	↑	26.10%	↓	100.00%	—
Region 15 - Tampa	22.60%	↑	21.20%	↓	12.00%	↓	100.00%	—
Region 21 - WPB	20.00%	↑	30.30%	↓	26.30%	↓	86.00%	↑
Region 22 - Broward	33.30%	↑	51.70%	↓	48.40%	↓	100.00%	—
Region 23 - Miami	18.00%	↓	64.30%	↓	53.30%	↓	0.00%	—
Statewide	21.60%	↑	36.90%	↓	26.30%	↓	88.30%	↑

Note: Arrows indicate direction of change since previous month's figures. Flat line indicates no change.

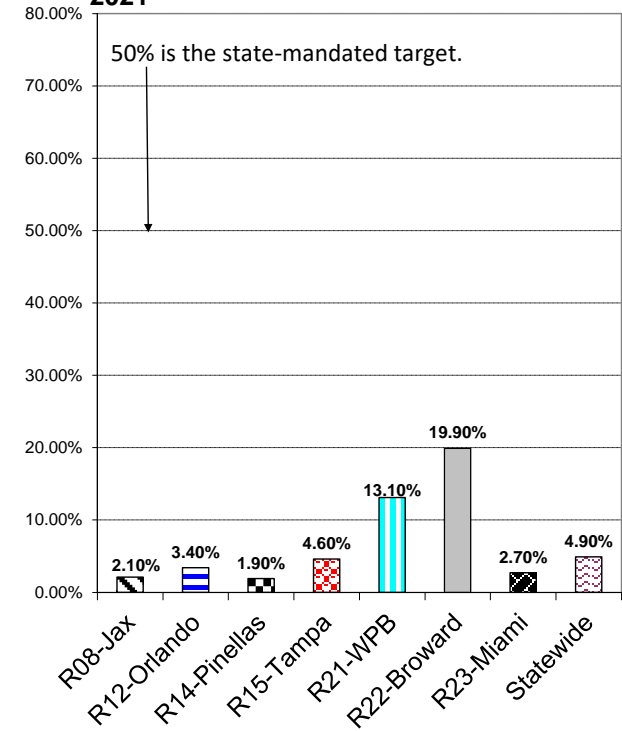
Legend / Abbreviation Key		WTP	Welfare-Transition Program		DW	Dislocated Worker	
		WIOA	Workforce Innovation and Opportunity Act				

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

Month-to-Month Participation Rate from July 2021 to September 2021

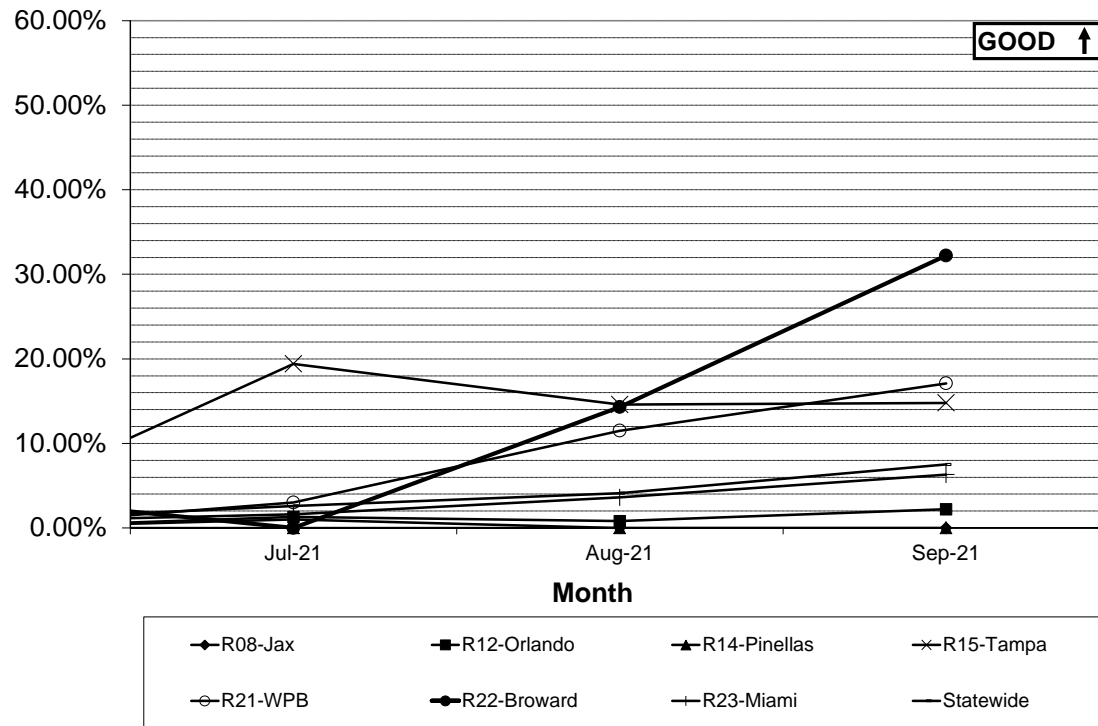


**Program Year-to-Date (YTD)
Participation Rate as of September
2021**

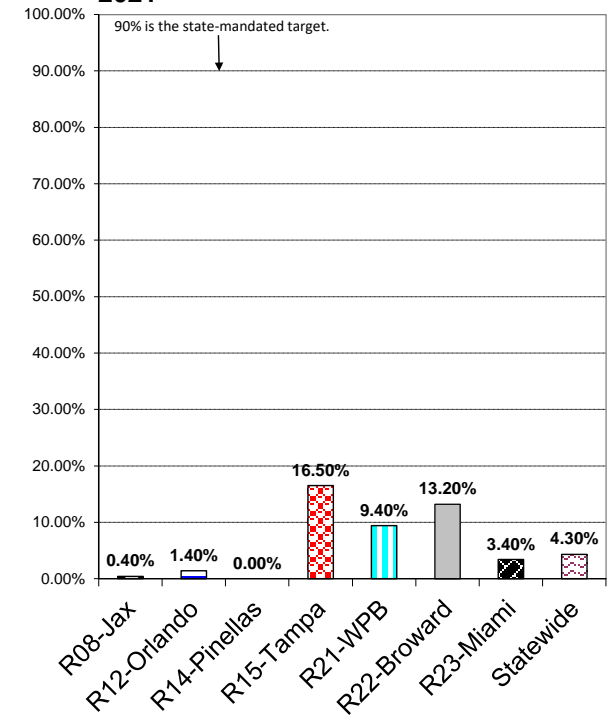


Welfare Transition Program (WTP) Two-Parent Family Participation Data for the Big 7 Regions

Month-to-Month Participation Rate from July 2021 to September 2021

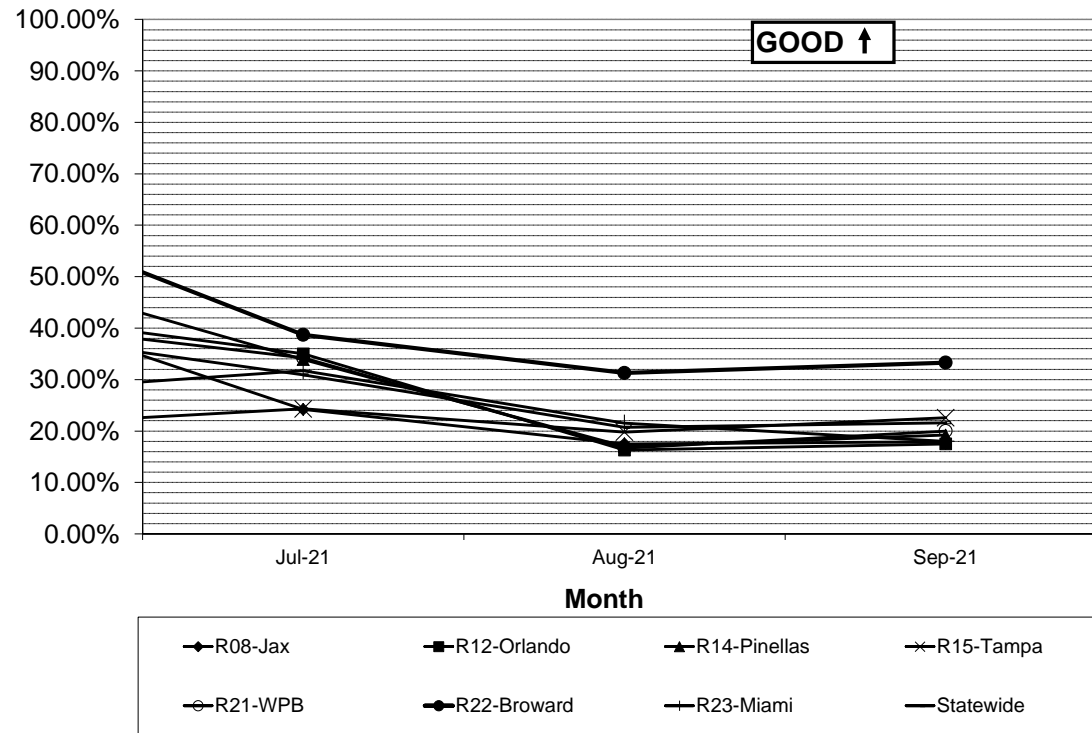


**Program Year-to-Date (YTD)
Participation Rate as of September 2021**

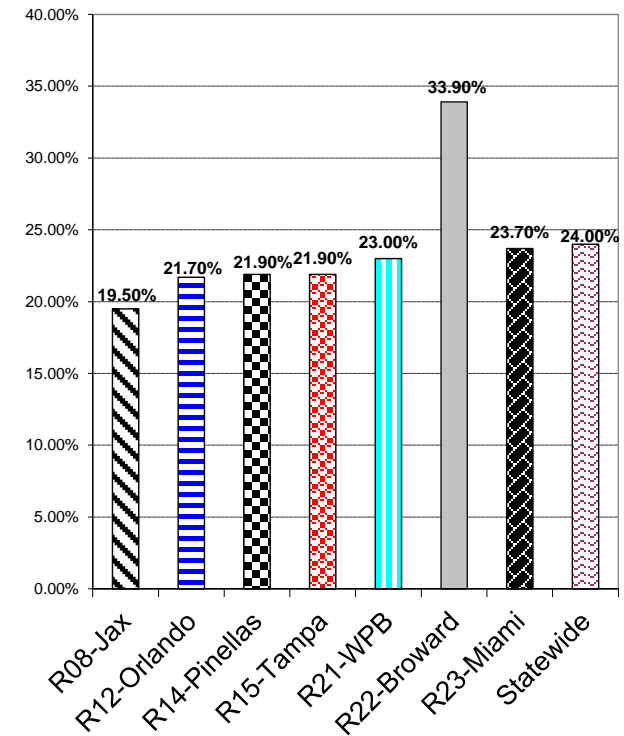


Welfare Transition Program (WTP) Entered Employment (EE) Data for the Big 7 Regions

Month-to-Month Participation Rate from July 2021 to September 2021



Program Year-to-Date (YTD) EE Rate as of September 2021

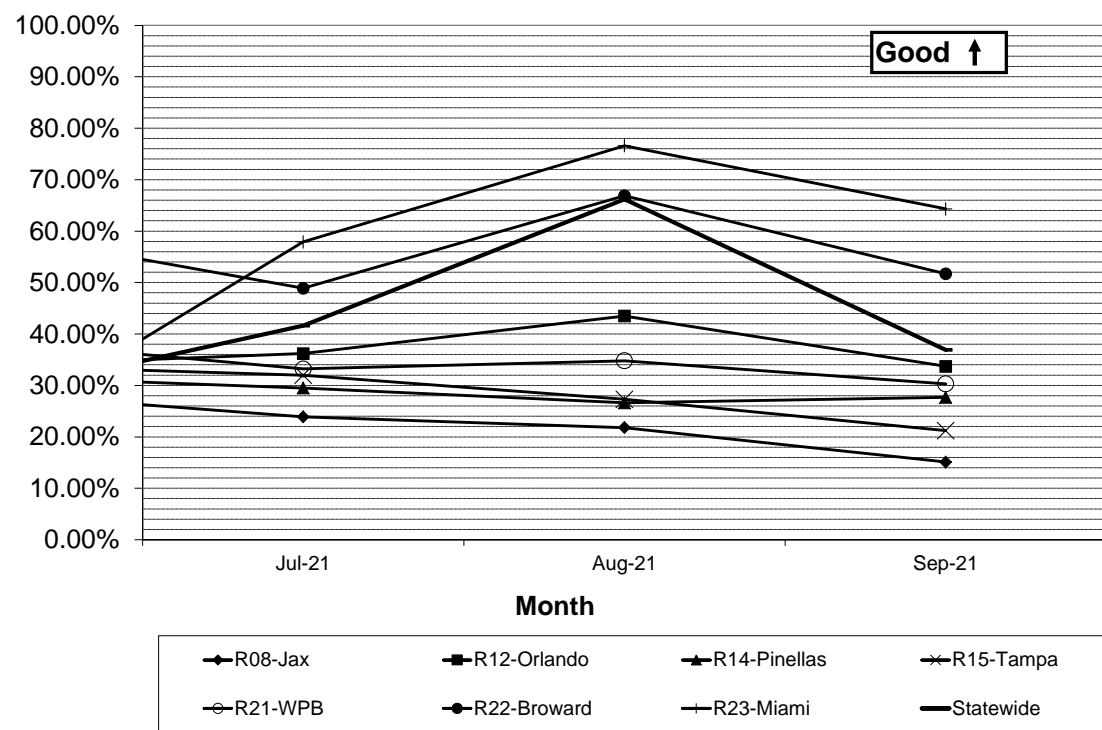


Analysis of Welfare Transition Program (WTP) Performance

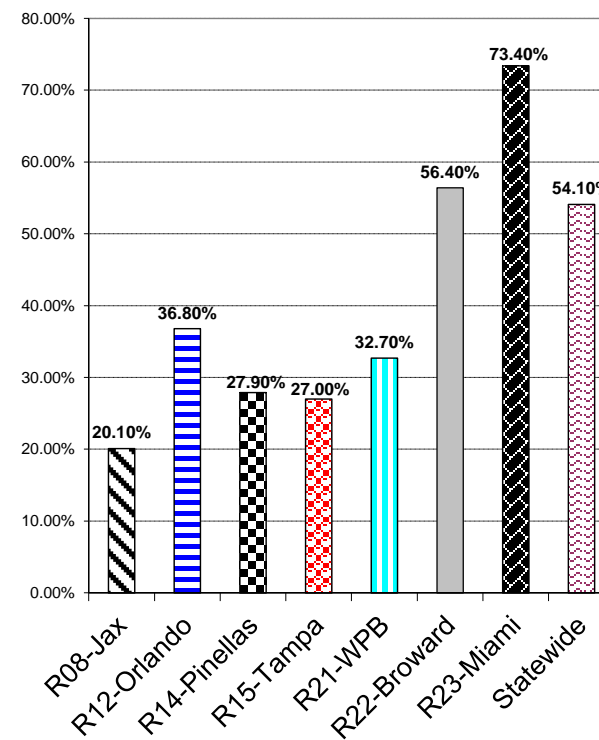
WTP Program Performance At-A-Glance	Measure	Goal	Month (September)	PYTD
	All Family Participation	50%	34.0%	19.9%
	Two-Parent Family Participation	90%	32.2%	13.2%
	Entered Employment Rate (EER)	39%	33.3%	33.9%
Current Situation and Performance Summary	<p>In relation to the Big 7 Regions:</p> <p>All Family Participation Rate CSBD ranks 1st in performance for the month and ranks 1st Program Year-To-Date.</p> <p>Two Parent Participation Rate CSBD ranks 1st in performance for the month and ranks 2nd Program Year-To-Date.</p> <p>Entered Employment Rate CSBD ranks 1st place in performance for the month and ranks 1st Program Year-To-Date.</p>			
Strategies and Action Steps	<p>To improve performance and customer participation we are recruiting speakers to present to our job seekers on career paths in various industries such as Healthcare, Hospitality & Tourism, and Information Technology (IT). Speakers consist of employers from these industries as well as CSBD intermediaries.</p> <p>The objectives of the presentations are to:</p> <ul style="list-style-type: none"> • Review scholarships or apprenticeships available to assist WTP customers with their employment goals. • Sell the benefits of working in the individual industries. • Allow participants the chance to get their industry related questions answered from a trusted group of experts who have experience. • Inspire participants by sharing the motivation behind what led the guest speakers to this career path. • Expose participants to new industries they may not have considered for their career. 			

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

Month-to-Month Participation Rate from July 2021 to September 2021



Program Year-to-Date (YTD) EE Rate as of September 2021

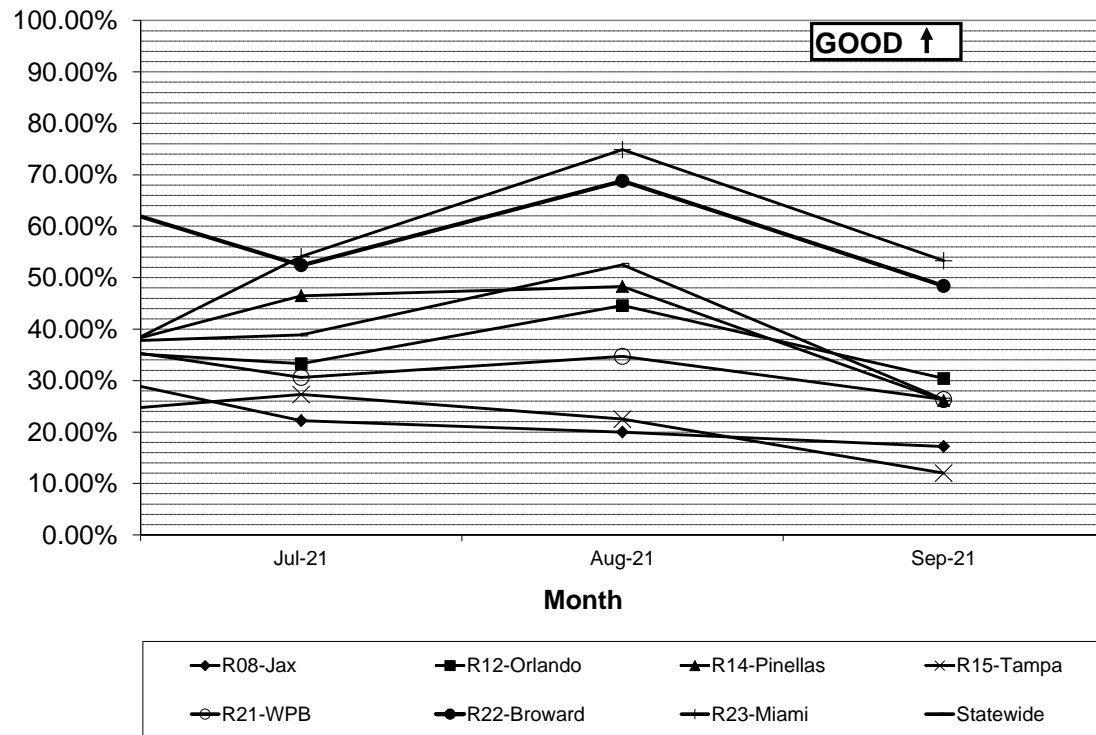


Analysis of Wagner-Peyser (WP) Performance

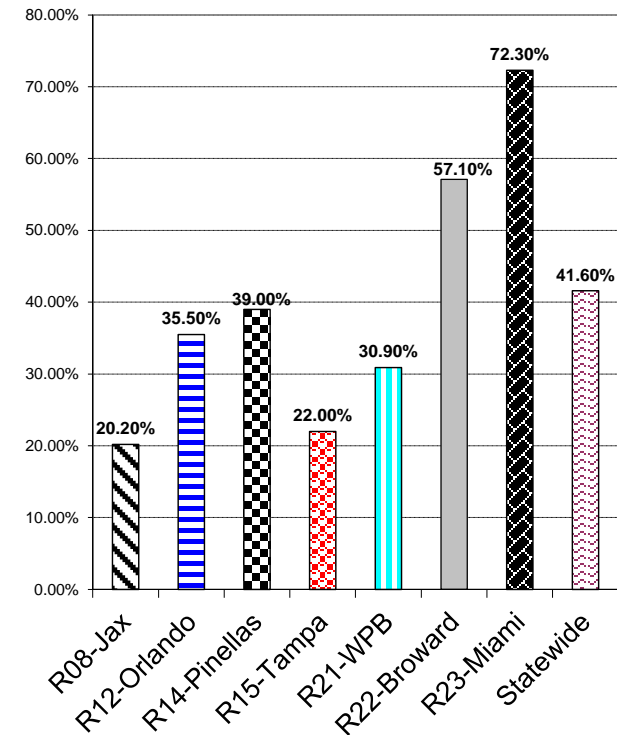
WP Program Performance At-A- Glance	<u>Measure</u>	Performance*	
		Month(September)	PYTD
	Entered Employment Rate (EER)	51.7%	56.4%
*Please note: The performance detail is based on the Monthly Management Report (MMR). Due to lagging data, our true YTD rate will adjust at the end of the program year.			
Current Situation and Performance Summary	In September, CSBD was ranked 2 nd out of the big 7 regions and ranked 2 nd year-to-date in EER.		
Strategies and Action Steps	<p>To increase services to our universal job seekers and our EER we implemented the following:</p> <ul style="list-style-type: none"> • Successfully reinstituted in-person recruitments in our centers as well as at the employer's worksites. The following are just some of the companies we have coordinated recruitment events for during September: Akam Living, Walgreens, Riverside Hotel, Gotworx, First Service Residential, Inktel Souldtions, Galley One Hotel and Incompass. • Implemented new tactics such as "just in time" weekly individualized texting to targeted jobseekers in specific industry categories to ensure they are aware of hot jobs and recruitments events and have time to visit us to receive one-on-one support so we can prepare them with putting their best foot forward. • Recently, the centers saw an influx of customers who needed assistance with RA claims. CSBD seized the opportunity to engage these customers and provided center tours to 1) showcase our services 2) sit in on workshops 3) see the resources available to them and 4) meet our staff and employers on site. Through our efforts CSBD engaged and enrolled new customers into Employ Florida. 		

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

Month-to-Month Participation Rate from July 2021 to September 2021



Program Year-to-Date (YTD) EE Rate as of September 2021

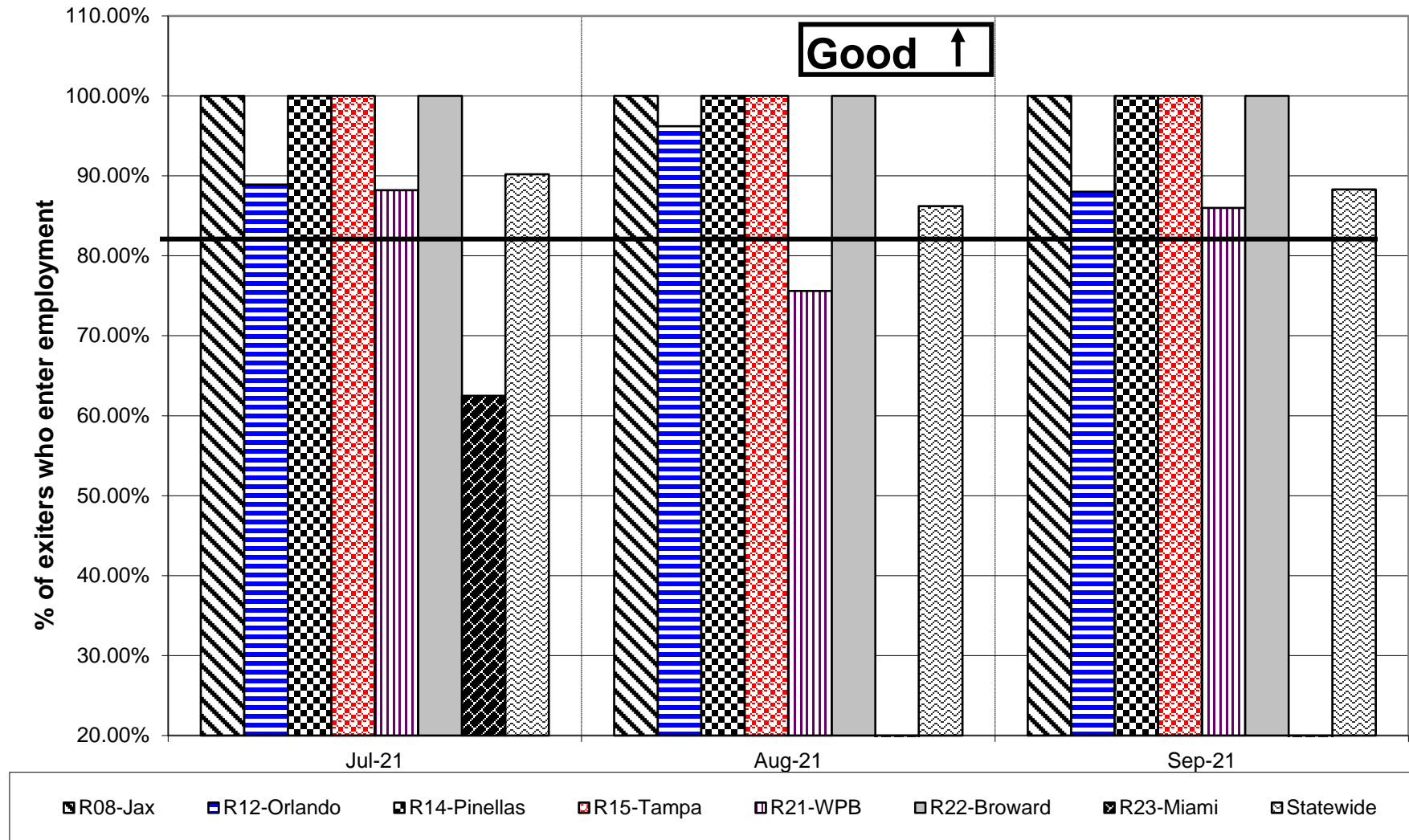


Analysis of Veterans' Performance

WP Program Performance At-A- Glance	<u>Measure</u>	Performance*	
		Month(September)	PYTD
	EnteredEmployment Rate (EER)	48.4%	57.1%
<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>			
Current Situation and Performance Summary	In September, CareerSource Broward was ranked 2 nd out of the big 7 regions and ranked 2 nd year-to-date in EER.		
Strategies and Action Steps	<p>To increase our outreach to employers and veterans we have implemented the following:</p> <ul style="list-style-type: none"> The Veterans Program Manager met with our communications team to refresh our marketing materials directed to newly-engaged employers. In speaking with employers that are new to us we discovered that many are not aware of the advantages and incentives available to them if they hire Veterans such as the Veterans' leadership qualities and incentives such as the medallion program. CSBD engaged new community partners who serve veterans. Our outreach meetings included 1) an overview of our programs and services 2) how we apply Priority of Service 3) CSBD veteran staff contact information and 4) opportunities for shared customer collaboration. These new partners were invited to our centers and we are in the process of scheduling them to visit our centers to see our operation first hand and sit in on our workshops so they can experience our services. These connections will strengthen our ability to holistically serve veterans with services and programs designed to get them to self-sufficiency. 		

Comparison of the Workforce Innovation and Opportunity Act (WIOA) Entered Employment Rate for Adult & Dislocated Workers across the 7 largest Regions in Florida from July 2021 to September 2021

.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 (September)	PYTD
	Entered Employment Rate	100%	100%
Current Situation and Performance Summary	<p>Since July 2021, CSBD has assisted 104 customers in finding employment, with almost 50% of the customers reporting wages in excess of \$20.00 an hour. Our average entry wage continues surpass the state's performance indicators for both funding streams.</p> <p>Since July 2021, CSBD enrolled 113 WIOA Adult and DW customers into training programs. This includes traditional classroom training and work-based training via Internships and On-the-Job Training.</p>		
Strategies and Action Steps	<p>To increase training enrollments and positive outcomes we formed a work group and charged them to 1) conduct an in-depth analysis of our overall customer experience and 2) come up with recommendations to improve and impact customer success. Based on the group's findings we:</p> <ul style="list-style-type: none"> • Researched additional assessment tools and implemented several new ones including a questionnaire assessment for new customers. The tool assists success coaches with asking the right questions prior to enrollment to better assess job seeker commitment. This should reduce the number of customers who are unable to complete training successfully. • We are implementing a new, basic skills assessment tool called the Comprehensive Adult Student Assessment System (CASAS). CASAS will provide a much more accurate view of the gaps in basic skills that can affect customer success in completing their educational goals. This assessment is widely used in place of TABE and accepted at most public schools. Instituting this tool will ensure WIOA participants have a high likelihood of being successful in the training programs they select. This will positively impact our performance measures. Customer feedback has been positive as it takes less time to complete than TABE. 		

Memorandum #13 – 21 (LS)

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

From: Carol Hylton, President/CEO

Subject: 2022 BWDB Legislative Agenda

Date: October 20, 2021

SUMMARY

Generally, we align our workforce legislative agenda with that of the Florida Workforce Development Association (FWDA). This year, the FWDA lobbyist has recommended that FWDA refrain from adopting an agenda and instead FWDA members are encouraged to make concerted efforts to become better known to their legislative delegations. This is something that we have always done. We have a number of ideas for better educating our delegation and the committees, which oversee our workforce legislation as described below. There are also some aspects of HB 1507 implementation which we should follow as they will impact us. To maximize our ability to provide input we are recommending coordination with our CSBD Council member lobbyists to assist us. Approved at the 10/5 Strategic Planning and 10/11 Executive Committee meetings.

BACKGROUND

The FWDA lobbyist, Marti Coley, is recommending that FWDA members refrain from adopting a legislative agenda, as it is unlikely that there will be additional workforce legislation this session. As board members may recall, major changes to workforce delivery implementation were adopted in the last session resulting in the passage of HB 1507. Ms. Coley recommends that members spend time strengthening their relationships with their legislative delegations.

DISCUSSION

- A. Currently, we provide our legislative delegation with our infograph and our newly minted newsletter. We visit legislative offices locally and when we are in Washington D.C. To further the recommendation of the FWDA Lobbyist, we will:
1. Invite our legislators to tour our one-stop career centers.
 2. Give aggregate data of our successes in their districts.
 3. Cross reference board members with the delegation and arrange joint visits.
 4. Provide a presentation to the Broward League of Cities.
 5. Invite a representative from the Governor's Office to our Board Planning Session.

B. The implementation of HB 1507 above and beyond the cap on board member terms, which we have discussed in detail with our members, bares monitoring so that we can provide input on aspects that will impact us. This includes:

1. A “no wrong door policy,” is an entry strategy with a common intake form and case management system where individuals can access services from any workforce partner. The interpretation of which is not currently well defined. In a broad sense we were hearing it could potentially allow other organizations to enroll individuals into the WIOA program which raises several concerns for us. For example, this might allow outside entities to encumber our funds and to enroll individuals not ready for our programs because they lack the qualifications to successfully participate in our programs.

Since the Executive Committee meeting Ms. Hylton had an opportunity to meet with state staff who are of the opinion that the “no wrong door” efforts will not allow other agencies to actually enroll participants into our system. DEO told us they are contracting with KPMG to do a feasibility study on ways the Florida Departments of Education, Children and Families and Economic Opportunity can share information and integrate data systems to make it easier 1) for case managers to make referrals and 2) for customers to navigate toward available services. Of course we will watch closely to make sure that there is no overreach as the system is developed.

2. Issuing local board report cards with letter grades: A, B, C and D. This could be a problem if the criteria are not in alignment with our WIOA performance measures. Some of the board members may remember that this is what happened with the state’s performance improvement pilot initiative. (That initiative was voluntary; however, we withdrew from the pilot as it was not aligned with our federal performance measures and we could not meet both state and federal measures simultaneously). CSBD is recommending that the letter grade criteria be aligned with our federal performance measures, for which we are accountable, while HB 1507 is in the rule-making process.

As the state has not yet finalized any actions and much work remains to be done we believe it is critical that we have a voice in the development of the policies for implementing these initiatives. To do this, we recommend approaching our CSBD Council member lobbyists¹ to apprise and educate them of our concerns. This way they can keep us informed and promote our position as appropriate. We have done this in the past successfully and it is a way for us to leverage assistance without incurring any costs.

RECOMMENDATION

Approve 1) the legislative strategies and 2) coordination with our CSBD Council member lobbyists to assist in providing input to the bill’s implementation.

¹ For the County that would be the Legislative and Intergovernmental offices.

2022 SESSION DATES

December 3, 2021	5:00 p.m., deadline for submitting requests for drafts of general bills and joint resolutions, including requests for companion bills
January 7, 2022	5:00 p.m., deadline for approving final drafts of general bills and joint resolutions, including companion bills
January 11, 2022	Regular Session convenes (Article 11 1, section 3(b), State Constitution) 12:00 noon, deadline for filing bills for introduction (Rule 3.7(1))
February 26, 2022	Motion to reconsider made and considered the same day (Rule 6.4(4)) All bills are immediately certified (Rule 6.8)
March 1, 2022	50th day - last day for regularly scheduled committee meetings (Rule 2.9(2))
March 11, 2022	60th day - last day of Regular Session (Article III, section 3(d), State Constitution)



2022

BROWARD LEGISLATIVE DELEGATION
DIRECTORY

Broward Legislative Delegation
115 South Andrews Avenue, Room 429
Fort Lauderdale, Florida 33301

(954) 357-6555

DelegationInfo@broward.org

www.broward.org/legislative



BrowardLegislativeDelegation



BrowardLegDel

Rep. Michael Gottlieb
Chair

Rep. Patricia H. Williams
Vice Chair

Andrea C. Knowles, MPA
Executive Director

Sydni B. Wilson
Administrative Coordinator

Louis Reinstein, Esq.
Delegation Counsel

Chair



Representative Michael Gottlieb

michael.gottlieb@myfloridahouse.gov

House District 98

District Office

Building A
1601 NW 136th Avenue
Sunrise, FL 33323
954-655-5498

Tallahassee Office

1003 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5098

Committee Assignments:

Civil Justice & Property Rights Subcommittee • Judiciary Committee • Justice Appropriations Subcommittee, **Ranking Democrat** • Post-Secondary Education & Lifelong Learning Subcommittee • Professions & Public Health Subcommittee • Rules Committee

Staff:

Linda Segall,
Shannon Wilson

Vice Chair

Representative Patricia H. Williams

pat.williams@myfloridahouse.gov

House District 92

District Office

6400 NW 6th Way, Rm 160
Fort Lauderdale, FL 33309
(954) 202 3201
Fax: (954) 202-3203

Tallahassee Office

407 HOB
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5092

Committee Assignments:

Appropriations Committee • Children, Families & Seniors Subcommittee • Post-Secondary Education & Lifelong Learning Subcommittee • Early Learning & Elementary Education Subcommittee • Education & Employment Committee, **Ranking Democrat** • PreK-12 Appropriations Subcommittee



Staff:

Nadlie Charles
Robert Moore

Andrea C. Knowles, MPA

Executive Director

AKnowles@broward.org

Sydni B. Wilson

Administrative Coordinator

SBWilson@broward.org



Senate Staff emails: lastname.firstname@flsenate.gov

House Staff emails: firstname.lastname@myfloridahouse.gov

Senators

Senator Tina S. Polsky

polsky.tina@flsenate.gov

Senate District 29



Staff:

John "JJ" Piskaldo
Daphne Fernandez
David Siegel

District Office

5301 N. Federal Highway Ste. 135
Boca Raton, FL 33487
(561) 443-8170

Tallahassee Office

222 Senate Office Building
404 South Monroe Street
Tallahassee, FL 32399
(850) 487-5029

Committee Assignments:

Agriculture • Appropriations Subcommittee on Education •
Community Affairs • Education • Ethics and Elections • Judiciary



Senator Lauren Book

Minority (Democratic) Leader

book.lauren@flsenate.gov

Senate District 32

District Office

967 N. Nob Hill Road
Plantation, FL 33324
(954) 424-6674

Tallahassee Office

228 Senate Office Building
404 South Monroe Street
Tallahassee, FL 32399
(850) 487-5032

Staff:

Zoraida Druckman
Angel Gonzalez
Sean LeHockey

Committee Assignments:

Children, Families, and Elder Affairs, **Vice Chair** • Regulated Industries, **Vice Chair** • Appropriations • Appropriations Subcommittee on Health and Human Services • Health Policy • Rules • Joint Legislative Budget Commission

Senator Perry E. Thurston, Jr.

thurston.perry@flsenate.gov

Senate District 33



Staff:

Kirstie Clinton
La'Toya Jones
Malcolm Robbs

District Office

2151 NW 6th Street
Fort Lauderdale, FL 33311
(954) 321-2705
Fax: (888) 284-6086

Tallahassee Office

206 Senate Office Building
404 South Monroe Street
Tallahassee, FL 32399
(850) 487-5033

Committee Assignments:

Agriculture • Appropriations Subcommittee on Agriculture, Environment, and General Government • Banking and Insurance • Education • Judiciary • Rules

Senate Staff emails: lastname.firstname@flsenate.gov

Senators

Senator Gary Farmer

farmer.gary@flsenate.gov

Senate District 34



District Office

111 E. Las Olas Blvd., #913
Fort Lauderdale, FL 33301
(954) 467-4227

Tallahassee Office

224 Senate Office Building
404 South Monroe Street
Tallahassee, FL 32399
(850) 487-5034

Staff:

Jacob Flaherty
Matthew Singer
Diane Randolph

Committee Assignments:

Appropriations Subcommittee on Health and Human Services •
Community Affairs • Government Oversight and Accountability • Rules



Senator Shevrin D. "Shev" Jones

jones.shevrin@flsenate.gov

District 35

District Office

606 NW 183rd Street
Suite #606
Miami Gardens, FL 33169
(305) 493-6002

Tallahassee Office

214 Senate Office Building
404 South Monroe Street
Tallahassee, FL 32399
(850) 487-5035

Staff:

Miles Davis
Marina Moore-Braynon
Emily Rodrigues

Committee Assignments:

Education, **Vice Chair** • Appropriations Subcommittee on Health and
Human Services • Finance and Tax • Health Policy • Transportation •
Joint Administrative Procedures Committee



House of Representatives

Representative Chip LaMarca

chip.lamarca@myfloridahouse.gov

House District 93

District Office

1827 NE 24th Street
Lighthouse Point, FL 33064
(954) 784 4531

Tallahassee Office

303 HOB
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5093



Staff:

Samantha Verner
Natalie Martinez

Committee Assignments:

Public Integrity & Elections Committee • Tourism, Infrastructure & Energy
Subcommittee **Vice Chair** • Early Learning & Elementary Education
Subcommittee • Education & Employment Committee •
Environment, Agriculture & Flooding Subcommittee •
Infrastructure & Tourism Appropriations Subcommittee

Representative Bobby Dubose

Minority (Democratic) Co-Leader

bobby.dubose@myfloridahouse.gov

House District 94

District Office

128 SE 1st Street
Fort Lauderdale, FL 33301
(954) 467-4206
(954) 467-4207 Fax

Tallahassee Office

316 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5094



Staff:

Ebony Pardo
Nazbi Chowdhury

Committee Assignments:

Representative Anika Omphroy

anika.omphroy@myfloridahouse.gov

House District 95

District Office

6800 Sunset Strip
Sunrise, FL 33313
(954) 747-7933
Fax: (954) 747 7935

Tallahassee Office

1003 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5095



Staff:

Varrol Bailey
Shnydine Toussaint

Committee Assignments:

Agriculture & Natural Resources Appropriations Subcommittee, **Ranking**
Democrat • Appropriations Committee • Commerce Committee •
Environment, Agriculture & Flooding Subcommittee • Regulatory Reform
Subcommittee • Secondary Education & Career Development
Subcommittee • Redistricting Committee

36

House Staff emails: firstname.lastname@myfloridahouse.gov

House of Representatives

Representative Christine Hunschofsky

christine.hunschofsky@myfloridahouse.gov

House District 96



Staff:

Beth Lerner
Giovanni Sancho

District Office

4800 West Copans Road
Coconut Creek, FL 33063
(954) 956-5600
Fax: (954) 956-5602

Tallahassee Office

1001 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5096

Committee Assignments:

Early Learning & Elementary Education Subcommittee
• Education & Employment Committee • Environment,
Agriculture & Flooding Subcommittee • Finance & Facilities Subcommittee
• State Administration & Technology Appropriations Subcommittee •
Congressional Redistricting Committee

Representative Dan Daley

dan.daley@myfloridahouse.gov

House District 97



Staff:

Sarah Pariseau
Stephanie Desir-Jean

District Office

Building A
1601 NW 136th Avenue
Sunrise, FL 33323
(954) 845-6005

Tallahassee Office

1301 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5097

Committee Assignments:

Commerce Committee • Environment, Agriculture & Flooding
Subcommittee • Infrastructure & Tourism Appropriations Subcommittee
• Local Administration & Veterans Affairs Subcommittee • Regulatory
Reform Subcommittee • Public Integrity & Elections Committee • State
Legislative Redistricting Committee, *Ranking Democrat*

Representative Evan Jenne

Minority (Democratic) Co-Leader

evan.jenne@myfloridahouse.gov

House District 99



Staff:

Kristina Pickens

District Office

3107 Stirling Road
Suite 306
Hollywood, FL 33312
(954) 893-5000

Tallahassee Office

316 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5099

Committee Assignments:

Commerce Committee • Insurance & Banking Subcommittee • Government
Operations Subcommittee • State Administration & Technology Appropriations
Subcommittee • Redistricting Committee

House Staff emails: firstname.lastname@myfloridahouse.gov

House of Representatives



Representative Joseph "Joe" Geller

joe.geller@myfloridahouse.gov

House District 100

District Office

100 Dania Beach Blvd., Ste 200
Dania Beach, FL 33004
(954) 924-3708
Fax: (954) 924-3710

Tallahassee Office

405 HOB
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5100

Committee Assignments:

Appropriations Committee • Commerce Committee •
Redistricting Committee, **Ranking Democrat** • Rules Committee

Staff:

Joel Ramos
Daniel Rub

Representative Marie Woodson

marie.woodson@myfloridahouse.gov

House District 101

District Office

Building #73, Suite 120
7200 Pines Boulevard
Pembroke Pines, 33024
(954) 965-3700

Tallahassee Office

1301 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5101

Committee Assignments:

Children, Families & Seniors Subcommittee • Local Administration
& Veterans Affairs Subcommittee • Secondary Education
& Career Development Subcommittee • State Legislative Redistricting
Subcommittee • State Affairs Committee •
Health Care Appropriations Subcommittee

Staff:

Yenisbel Vilorio
Luetisha Clark



Representative Felicia S. Robinson

felicia.robinson@myfloridahouse.gov

House District 102

District Office

3964 NW 167th Street
Miami Gardens, FL
33054-6291
(305) 620-3711

Tallahassee Office

1302 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5102

Committee Assignments:

Children, Families & Seniors Subcommittee • Health & Human Services
Committee • Secondary Education & Career Development Subcommittee
• State Administration & Technology Appropriations Subcommittee •
Local Administration & Veterans Affairs Subcommittee

Staff:

Shelia Robinson
Gina Rotunno



House Staff emails: firstname.lastname@myfloridahouse.gov

House of Representatives



Representative Tom Fabricio

tom.fabricio@myfloridahouse.gov

House District 103

District Office

Suite 161
11300 NW 87th Court
Hialeah, FL 22018-4521
(305) 364-3064

Tallahassee Office

1101 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5103

Committee Assignments:

Agriculture & Natural Resources Appropriations Subcommittee •
Government Operations Subcommittee • Commerce Committee • Justice
Appropriations Subcommittee • Insurance & Banking Subcommittee •
State Administration & Technology Appropriations Subcommittee •
Congressional Redistricting Subcommittee

Staff:

Nikita Mizgirev
Daniel GilGonzalez
Maria Bozo



Representative Robin Bartleman

robin.bartleman@myfloridahouse.gov

House District 104

District Office

Suite 225
1725 Main Street
Weston, FL 33326-3671
(954) 217-4833

Tallahassee Office

1302 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5104

Committee Assignments:

Children, Families & Seniors Subcommittee • Public Integrity & Elections
Committee • Local Administration & Veterans Affairs Subcommittee •
PreK-12 Appropriations Subcommittee • State Affairs Committee

Staff:

Nicholas Hessing
Gianni Milanese



Representative David Borrero

david.borrero@myfloridahouse.gov

House District 105

District Office

Suite 301C
1405 SW 107th Avenue
Miami, FL 33174-2541
(305) 222-4116

Tallahassee Office

1102 The Capitol
402 South Monroe Street
Tallahassee, FL 32399
(850) 717-5102

Committee Assignments:

Children, Families & Seniors Subcommittee • Education & Employment
Committee • Government Operations Subcommittee • Professions & Public
Health Subcommittee • Secondary Education & Career Development
Subcommittee • State Administration & Technology Appropriations
Subcommittee

Staff:

Miguel Granda,
Jesse Katzeff

State Executive Branch



Governor
Ron DeSantis

ron.desantis@eog.myflorida.com
www.flgov.com

Plaza Level 05, The Capitol
400 South Monroe Street
Tallahassee, FL 32399
(850) 488-7146
Fax: (850) 487-0801



Lieutenant Governor
Jeanette Nuñez

LtGovernorJeanettenunez@eog.myflorida.com
www.flgov.com

Plaza Level 05, The Capitol
400 South Monroe Street
Tallahassee, FL 32399
(850) 488-4711
Fax: (850) 921-6114



Attorney General
Ashley Moody

ashley.moody@myfloridalegal.com
www.myfloridalegal.com

Plaza Level 01, The Capitol
400 South Monroe Street
Tallahassee, FL 32399
(850) 414-3300
Fax: (866) 966-7226



Chief Financial Officer
Jimmy Patronis

CFO.patronis@myfloridacfo.com
www.myfloridacfo.com

Plaza Level 11, The Capitol
400 South Monroe Street
Tallahassee, FL 32399
(850) 413-3100
Fax: (850) 413-2950



Commissioner
Agriculture & Consumer Services
Nicole "Nikki" Fried

Nikki.Fried@FDACS.gov
www.FDACS.gov

Plaza Level 10, The Capitol
400 South Monroe Street
Tallahassee, FL 32399
(850) 617-7700
Fax: (850) 487-0801

United States Senate



Senator Marco Rubio

www.rubio.senate.gov/public

Lea_Padron@rubio.senate.gov

**284 Russell Senate Office Building
Washington, D.C. 20510
(202) 224-3041
Fax (202) 228-5171**

**7400 SW 87th Ave
Suite 270
Miami, FL 33173
(305) 596-4224**



Senator Rick Scott

www.rickscott.senate.gov/contact_rick

help@rickscott.senate.gov

Ryan_Hnatiuk@rickscott.senate.gov

**716 Hart Senate Office Building
Washington, DC 20510
Phone: (202) 224-5274**

**415 Clematis Street
Suite 201
West Palm Beach, FL 33401
(561) 514-0189**

U.S. House of Representatives



alceehastings.house.gov

Congressman Alcee L. Hastings

Congressional District 20

2365 Rayburn H.O.B.
Washington, D.C. 20515
(202) 225-1313
Fax: (202) 225-1171

5701 NW 88th Avenue
Suite 270
Tamarac, FL 33321
(954) 733-2800
Fax: (954) 722-9399



teddeutch.house.gov

Congressman Ted Deutch

Congressional District 22

2447 Rayburn H.O.B.
Washington, D.C. 20515
(202) 225-3001
Fax: (202) 225-5974

7900 Glades Road, Ste. 250
Boca Raton, FL 33434
(561) 470-5440
Fax: (561) 470-5446

5790 Margate Blvd
Margate, FL 33064
(954) 255-8336

9500 W. Sample Road, Ste. 201
Coral Springs, FL 33065
(954) 255-8336



wassermanschultz.house.gov

Congresswoman Debbie Wasserman Schultz

Congressional District 23

1114 Longworth H.O.B.
Washington, D.C. 20515
(202) 225-7931
Fax: (202) 226-2052

5701 NW 88th Avenue
Suite 270
Tamarac, FL 33321
(954) 733-2800
Fax: (954) 722-9399



wilson.house.gov

Congresswoman Frederica Wilson

Congressional District 24

208 Cannon H.O.B.
Washington, D.C. 20515
(202) 225-4506
Fax: (202) 226-0777

18425 NW 2nd Ave., Ste. 355
Miami Gardens, FL 33169
(305) 690-5905
Fax: (305) 690-5951

2600 Hollywood Blvd
Old Library, 1st Floor
Hollywood, FL 33020
(954) 921-3682

West Park City Hall
1965 S. State Road 7
West Park, FL 33023
(954) 989-2688

2nd & 4th Thursdays 9a-5p

2022 Legislative Contact Tracker

LEGISLATOR - FL SENATOR	LEGISLATOR STAFF	TELEPHONE	EMAIL	BWDB CONTACT
Sen. Tina S. Polsky (Dist. #29)	John "JJ" Piskaldo Daphne Fernandez David Siegel	561-443-8170, 850-487-5029	polsky.tina@flsenate.gov	
Sen. Lauren Book (Dist. #32)	Zoraida Druckman Angel Gonzalez Sean LeHockey	954-424-6674, 850-487-5032	book.lauren@flsenate.gov	Heiko Dobrikow
Sen. Perry E. Thurston, Jr. (Dist. #33)	Kirstie Clinton La'Toya Jones Malcolm Robbs	954-321-2705, 850-487-5033	thurston.perry@flsenate.gov	Heiko Dobrikow
Sen. Gary Farmer (Dist. #34)	Jacob Flaherty Matthew Singer Diane Randolph	954-467-4227 850-487-5034	farmer.gary@flsenate.gov	Heiko Dobrikow
Sen. Shevrin "Shev" D. Jones (Dist. #35)	Miles Davis Marina Moore-Braynon Emily Rodrigues	305-493-6002, 850-487-5035	jones.shevrin@flsenate.gov	Ben Chen Heiko Dobrikow
LEGISLATOR - FL HOUSE REPRESENTATIVE	LEGISLATOR STAFF	TELEPHONE	EMAIL	BWDB CONTACT
Rep. Patricia Williams (Dist. #92) VICE CHAIR	Nadlie Charles Robert Moore	954-202-3201 850-717-5092	pat.williams@myfloridahouse.gov	Ben Chen
Rep. Chip LaMarca (Dist. #93)	Samantha Verner Natalie Martinez	954-784-4531, 850-717-5093	chip.lamarca@myfloridahouse.gov	Ben Chen Heiko Dobrikow
Rep. Bobby Dubose (Dist. #94)	Ebony Pardo Nazbi Chowdhury	954-467-4206, 850-717-5094	bobby.dubose@myfloridahouse.gov	Heiko Dobrikow
Rep. Anika Omphroy (Dist. #95)	Varrol Bailey Shnydine Toussaint	954-747-7933, 850-717-5095	anika.omphroy@myfloridahouse.gov	

2022 Legislative Contact Tracker

LEGISLATOR - FL HOUSE REPRESENTATIVE	LEGISLATOR STAFF	TELEPHONE	EMAIL	BWDB CONTACT
Rep. Christine Hunschofsky (Dist. #96)	Beth Lerner Giovanni Sancho	954-956-5600, 850-717-5096	christine.hunschofsky@myfloridahouse.gov	Heiko Dobrikow
Rep. Dan Daley (Dist. #97)	Sarah Pariseau Stephanie Desir-Jean	954-845-6005, 850-717-5097	dan.daley@myfloridahouse.gov	Ben Chen
Rep. Michael "Mike" Gottlieb (Dist. #98) CHAIR	Linda Segall Shannon Wilson	954-655-5498, 850-717-5098	michael.gottlieb@myfloridahouse.gov	Heiko Dobrikow
Rep. Evan Jenne (Dist. #99)	Kristina Pickens	954-893-5000, 850-717-5099	evan.jenne@myfloridahouse.gov	
Rep. Joseph "Joe" Geller (Dist. #100)	Joel Ramos Daniel Rub	954-924-3708, 850-717-5100	joe.geller@myfloridahouse.gov	
Rep. Marie Woodson (Dist. #101)	Yenisbel Vilorio Luetisha Clark	954-965-3700, 850-717-5101	marie.woodson@myfloridahouse.gov	
Rep. Felicia Robinson (Dist. #102)	Sheila Robinson Gina Rotunno	305-620-3711, 850-717-5102	felicia.robinson@myfloridahouse.gov	
Rep. Tom Fabricio (Dist. #103)	Nikita Mizgirev Daniel Gil Gonzalez Maria Bozo	305-364-3064, 850-717-5103	tom.fabricio@myfloridahouse.gov	
Rep. Robin Bartleman (Dist. #104)	Nicholas Hessing Gianni Milanese	954-217-4833, 850-717-5104	robin.bartleman@myfloridahouse.gov	
Rep. David Borrero (Dist. #105)	Miguel Granda Jesse Katzeff	305-222-4116, 850-717-5105	david.borrero@myfloridahouse.gov	

2022 Legislative Contact Tracker

U.S. HOUSE REPRESENTATIVE	LEGISLATOR STAFF	TELEPHONE	EMAIL	BWDB CONTACT
US Congressman Ted Deutch (Dist. #22)		954-255-8336, 202-225-3001	teddeutch.house.gov	
US Congresswoman Debbie Wasserman Schultz (Dist. #23)		954-733-2800, 202-225-7931	wassermanschultz.house.gov	
US Congresswoman Frederica Wilson (Dist. #24)		305-690-5905 202-225-4506	wilson.house.gov	
U.S. SENATE	LEGISLATOR STAFF	TELEPHONE	EMAIL	BWDB CONTACT
Senator Rick Scott		561-514-0189, 202-224-5274	help@rickscott.senate.gov	
Senator Marco Rubio		305-596-4224, 202-224-3041	www.rubio.senate.gov/public	

Memorandum #11 – 21 (OPS)

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

From: Carol Hylton, President/CEO

Subject: Additional ITA Programs for WIOA Youth

Date: October 21, 2021

SUMMARY

Consideration to allow our WIOA out of school youth to enroll in courses on the Eligible Training Provider List (ETPL) currently limited to our Welfare Transition Program customers. These courses are in-demand occupations as is required under WIOA but they result in placements below the wage needed for WIOA adult performance. As the youth wage needed for performance is much lower than that required for adult performance this will open up more training options for youth, many of them short in duration allowing quick successes for youth who are generally new entrants into the labor market. Since Board members, Dr. Mildred Coyne, Francois LeConte, and James Payne have conflicts this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

BACKGROUND

Several years ago the Board approved adding schools and training programs to the ETPL List that are only available to our WTP participants, as the training did not result in an entry wage required for adult performance.

DISCUSSION

Staff is requesting to extend the WTP ITA list previously approved by the governing boards to WIOA Youth. The programs below are shorter-term training programs that lead to occupations in-demand.

Training Program	Training Provider
Assisted Living Technician	Broward College
Basic Security Guard	Miami Dade College
Forklift Certification	McFatter Tech. College
Home Health Aide	Ruby's Academy for Health Occupations
Patient Care Assistant	Atlantic Tech. College
Patient Care Technician	Sheridan & McFatter Tech Colleges and FAU
Personal Care Assistant	Broward College
Phlebotomy Technician	Broward College
Veterinary Assistant	Broward College and FAU

Since Board members, Dr. Mildred Coyne, Francois LeConte, and James Payne have conflicts this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

RECOMMENDATION

Approve allowing our WIOA out of school youth to enroll in courses on the Eligible Training Provider List currently limited to our Welfare Transition Program customers.

Memorandum #08 – 21 (LS)

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

From: Carol Hylton, President/CEO

Subject: Memorandum of Understanding (MOU) Between CareerSource Broward (CSBD) and the Urban League of Palm Beach County

Date: October 12, 2021

SUMMARY

Consideration to renew the Memorandum of Understanding (MOU) with the Urban League of Palm Beach County (ULPBC) as required under the Workforce Innovation and Opportunity Act (WIOA). ULPBC became a mandatory one-stop partner when they were awarded a Title V Senior Community Services Employment Program (SCSEP) discretionary grant by the US Department of Labor. Approved at the 10/11 Executive Committee meeting.

BACKGROUND

WIOA requires all mandatory one-stop partners enter into a one-stop MOU and infrastructure agreement with the local workforce board. SCSEP providers are mandatory partners. Last year the ULPBC was awarded a Title V Senior Community Services Employment Program (SCSEP) discretionary grant by the US Department of Labor, to serve older workers in Palm Beach and Broward Counties.

DISCUSSION

The MOU incorporates the following:

1. A description of the services provided through the one-stop
2. The method for providing partner access to the services including whether the partner is co-located in the one-stop
3. How partners coordinate services through the one-stop
4. The method for referring participants among the one-stop partners
5. The one-stop budget which includes the infrastructure agreement as an attachment to the MOU and which is entered into between CSBD and the partner for support of the one-stop
6. Information on how the one-stop will be accessible to workers, youth, and individuals with barriers to employment, including individuals with disabilities
7. The Term of the MOU
8. The process for amending the MOU
9. The process for appealing to the Governor if the partners cannot agree on the funding of the one-stop.

The ULPBC has opted for a technological presence in the one-stop. The CSBD IT Department has calculated the cost of hosting and maintaining a web page which is displayed through the CSBD website and can connect one-stop visitors to our partner programs. Partners pay up to \$300 a year for technological access depending on the size and content of their web page. The ULPBC has agreed to the infrastructure payment requirements.

RECOMMENDATION:

Approve renewal of the MOU with the ULPBC as required under WIOA.

Memorandum #09-21 (LS)

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

FROM: Rochelle J. Daniels, General Counsel

SUBJECT: President/CEO Evaluation

DATE: October 12, 2021

SUMMARY

In accordance with the Broward Workforce Development Board, Inc. (BWDB) and CareerSource Broward Council of Elected Official's policy, the Executive Committee evaluated the President/CEO using an instrument developed by the Organizational Resources Committee. The evaluation instrument was distributed to the Executive Committee members by the Legal Department at the end of August. The combined overall rating totaled 3.9 out of a possible 4.0. Approved at the 10/11 Executive Committee meeting.

BACKGROUND

Each year the President/CEO is evaluated and the Executive Committee makes a recommendation regarding a merit increase. The evaluations were sent to all the Executive Committee members in August. Members were provided with a copy of the Evaluation Instrument and a copy of the Milestones Report and the Milestones Video which was produced for the annual Planning Session held in April 2021. As the Executive Committee members completed the evaluations they were returned to the Legal Department for review and tally. We emailed the Executive Committee members twice, called and texted to remind members to complete the evaluation instrument as we always do.

DISCUSSION

A completed evaluation was received from all of the Executive Committee members except one. Scores were averaged for each rating criteria. The combined overall rating totaled 3.9 out of a possible 4.0. The Executive Committee is recommending a merit increase to bring her salary up to the level that Mason was earning at the time of his separation.

RECOMMENDATION

That the BWDB review and approve the President/CEO's evaluation.

RJD/
Attachment



PRESIDENT/CHIEF EXECUTIVE OFFICER EVALUATION FORM 2021

PRESIDENT/CEO: CAROL HYLTON

RATING	DESCRIPTION	POINTS
OUTSTANDING	Exceptional in all areas, superior	4
EXCELLENT	Exceeds position requirements, high quality, consistent	3
MEETS EXPECTATIONS	Competent level of performance, meets standards	2
NEEDS IMPROVEMENT	Deficient in some areas, room for improvement	1
UNSATISFACTORY	Unacceptable, needs immediate improvement	0

Directions: Carefully review the performance of the President/CEO over the course of the past year. Keep in mind the essentials of the job. Review work product, projects, or programs in which the President/CEO may have been involved. We have attached the milestone video from our Planning Session and the milestone report which is more detailed and includes many of the projects and programs delivered this year.

Be as objective as possible. If there is a category for which you do not feel comfortable placing a rating, insert "N/A" next to that category. This will in no way reflect the overall rating.

INTERPERSONAL RELATIONSHIPS

Appearance; attitude; business sense; cooperation; motivation; achieves appropriate balance among public service objectives, organizational objectives, and employee interests.

Rating:

3.8

LEADERSHIP

Formulates and articulates a vision for the organization; inspires teamwork and effectiveness; demonstrates a positive and exemplary approach to work; involves and encourages employees; maintains high professional standards.

Rating:

3.8

JUDGEMENT

Exercises discretion and diplomacy; handles difficult situations in a professional and proactive manner.

Rating:

3.9

INTERGOVERNMENTAL RELATIONS

Aggressive advocate for the organization; maintains communications with elected and non-elected officials of local, state, and federal governments.

Rating:

3.9

BROWARD WORKFORCE DEVELOPMENT BOARD RELATIONS

Responds in a prompt, professional, and efficient manner; keeps the Board informed; submits comprehensive, concise and understandable agenda items; provides assistance and support in carrying out Board decisions.

Rating:

3.9

MEETS OVERALL BWDB OBJECTIVES

Includes overall financial management and effective management of public risk and financial needs. Ensures CareerSource Broward delivery of services in a cost effective and customer-oriented manner; meets performance standards, and achieves BWDB priorities.

Rating:**3.8****DIVERSITY**

Hires and/or promotes employees in numbers that reflect the diverse makeup of the community (women and minorities); meets or exceeds organization goals in awarding acceptable number of contracts and services to minority and/or women-owned businesses.

Rating:**3.9****OVERALL RATING:****3.9****Comments:**

Carol is great, exceeding all expectations.

We are lucky to have Carol - she [is] doing things differently and better.

Carol has demonstrated good leadership since assuming the role last year.

We are fortunate to have Carol and look forward to seeing her continue to thrive in this position.

Amid a global pandemic, Carol has taken Career Source Broward through the transition of leadership professionally and graciously never swaying from the vision and mission of CareerSource Broward and her leadership has proven she is more than capable to steer this ship.

Despite all the adverse situations Carol was able to work with staff and partners to maintain and improve our role as the Workforce Development Leaders.

Memorandum #03 – 21 (LS) (Revised)

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

From: Carol Hylton, President/CEO

Subject: Board Member Terms

Date: October 12, 2021

SUMMARY

Consideration to approve the Ad Hoc Organizational Resource Committee's (ORC) recommendations made at their 7/26 meeting on how best to implement the new state requirement limiting board member terms to 8 years. The Committee approved 1) implementing a rotation of 25% of the membership every 2 years to avoid having to appoint a new board every 8 years and 2) that the members' rotation be determined in the order of attrition, volunteers, and random selection. The rotation schedule, if approved by the governing boards will begin with the reappointment of members in January, 2022. Approved at the 7/26 ORC and 10/11 Executive Committee meetings.

BACKGROUND

HB 1507, which passed in the last legislative session and was signed into law by the governor:

1. Limits all local non-governmental workforce board members to 8 year terms. The terms began 7/1/21. On our board this is the mandatory representative from Vocational Rehabilitation and the mandatory representatives from public education.

There are other members representing government on the board but they are not mandatory members. Without further guidance from the state we have adopted a conservative interpretation of HB 1507.

2. Limits the Chair's term to 2 terms of 2 years.
3. Maintains the WIOA requirement for fixed and staggered terms.

Local areas are free to implement the term limits as appropriate to their local areas.

Prior to the adoption of our new By-Laws at the September meeting of the governing boards a member's term ended if they resigned or if they ceased to represent the category to which they were appointed as we had no term limits. The new By-Laws include the adoption of the new non-governmental workforce board member term limit of 8 years.

DISCUSSION

The Ad Hoc Organization Resource Committee (ORC) met on 7/26 to discuss and make recommendations to the governing boards on how best to implement the new state requirement limiting board member terms to 8 years.

The ORC discussed:

- The initial length of the staggered terms
- When the rotation of board members should begin; and,
- The order for board member rotation.

The ORC considered the options below in arriving at their recommendation.

Chart of Options

Assumptions are based on 27 members minus the 3 governmental members resulting in 24 members subject to the 8 year term limit

Options	Pro	Con
Allow all current board members to remain for 8 years by the current reappointment process until the 8 years is over	Other than vacancies that naturally occur the board can continue with its current membership for the next 8 years until 2029 – 2030 This would be a rotation 24 members	This just delaying the inevitable Recruitment of so many members at one time would be a challenge New members would only be appointed in the event of a vacancy
Maintain the current membership for the next 4 yrs At that time (PY 25 – 26) 50% of members would leave the board and 50% of the members would remain until year #8 Thereafter every 4 years 50% of the board would rotate	We would begin in 2025 – 2026 rotating of 12 members This leaves time for a change to the legislation After the first rotation everyone would have an 8 year term	We would lose 50% of the current members, members every 4 years This would still be a large number of members to recruit
Rotate 25% of the members every 2 years	We would begin in 2022 – 2023 with a rotation of 6 members every 2 years Easy number to assimilate Would allow for frequent addition of new members	This would have to be tracked to assure compliance with certification requirements
Rotate 12.5% of the members every year	This would be a rotation of 3 members the fewest number leaving the board at one time	This would have to tracked to assure compliance with certification requirements This would require new member recruitment to be an ongoing activity

After considering the options the ORC approved recommending to the governing boards that 25% of the Board members be rotated every 2 years. The discussion then moved to how the terms should be implemented. The Committee discussed:

- Asking for Volunteers
- Looking at representatives for waning industry / occupational sectors
- Replacing current community based organizations (CBOs) with new CBO's
- Retaining members in categories that are difficult to fill
- Creating a random assignment of member terms
- Asking the most senior members first as they have been on the board the longest
- Assuring minority and female members representative of local demographics
- Retaining members that are on a leadership track
- Taking into account natural attrition
- Some combination of the above

The Ad Hoc Committee approved the members' rotation be determined in the order of attrition, volunteers, and random selection if needed.

The new By-Laws passed at the BWDB / CSBD Council September meeting called for the reappointment of all members beginning in January 2022 with a new assignment of fixed and staggered terms. The rotation schedule, if approved by the governing boards will begin with the reappointment of members in January 2022.

RECOMMENDATION

Approve:

1. That 25% of the BWDB members be rotated every 2 years for 4 rotations.
2. The rotation be determined in the order of 1) attrition 2) volunteers and 3) random selection.

Memorandum #01 – 21 (CBR)

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

From: Carol Hylton, President/CEO

Subject: Opportunity Zone OJT Waiver Request

Date: October 12, 2021

SUMMARY

CareerSource Broward (CSBD) is seeking approval to engage in a discussion with the Florida Department of Economic Opportunity (DEO) to request a waiver from the United States Department of Labor (USDOL). The waiver is to increase our OJT wage reimbursement rate from 75% to 90% for 1) employers in an Opportunity Zone (OZ) or distressed zip code and 2) for employers willing to hire and train participants that reside in these targeted areas. Approved at 9/1 Employer Services and 10/11 Executive Committee meetings.

BACKGROUND

Broward County has thirty (30) OZs, which are low-income communities designated by the federal government as areas eligible for various investments and tax benefits designed to spur economic growth and job creation. Additionally, through the Prosperity Broward Initiative, six (6) zip codes have been identified as having the highest unemployment levels in the county.

CSBD currently reimburses employers located in an OZ and/or distressed zip code 75% of the wage for participants placed in OJT in accordance with Workforce Innovation and Opportunity Act (WIOA) guidelines.

DISCUSSION

In an effort to increase upward economic mobility through training and employment opportunities among individuals and employers in disadvantaged communities, we would like to engage into a discussion with DEO regarding a waiver request to USDOL to increase our OJT wage reimbursement rate from 75% to 90% for employers in an OZ or distressed zip code for employers willing to hire and train participants from those locations.

This waiver request is in alignment with the Board's emphasis on assisting employers in establishing or reestablishing their workforce as a result of the pandemic. This will also provide job seekers from disadvantaged communities, including those that lost their jobs due to the pandemic, with the opportunity to establish self-sufficiency and get Broward back to work.

RECOMMENDATION

Approval to engage into a discussion with the DEO regarding a waiver request.

Pilot Opportunity: Participate in a Financial Services Career Pathways and Education Partnership with Banks

What is the purpose of the pilot?

The U.S. Department of Labor's Office of Disability Employment Policy and the Employment and Training Administration are interested in strategies to build capacity within the workforce system to leverage Community Reinvestment Act (CRA) efforts through bank investment in disability employment for low-income individuals who are primarily Black, Indigenous, or people of color (BIPOC). To do this, they have contracted [Social Policy Research Associates](#) and [National Disability Institute](#), through our LEAD Policy Development Center,¹ to conduct pilots in three local workforce development areas to further develop existing relationships among local workforce area, BIPOC, disability, and financial institution leaders and help develop and implement technical assistance plans. The purpose of the pilots is to demonstrate possible collaboration with and benefits of collaboration between the workforce development system and the financial services industry, to inform future policy development and technical assistance.

Overview of the Community Reinvestment Act (CRA)

The CRA is a federal law, passed in 1977, which encourages banks to conduct activities that help meet the credit needs of a bank's entire community, including low- and moderate-income individuals and neighborhoods. One way banks can meet these requirements is through community development activities which improve employment opportunities, with the option to focus on individuals with disabilities. CRA activities can take many forms: from the development of financial services career pathways to financial education conducted by bank employees.

When will the pilots take place?

We aim to select pilot sites by August 31, 2021. The kick-off meeting will take place in Fall 2021 and dedicated coaching support and activities will continue through August 31, 2022.

What are pilot site benefits?

- **Receive individualized Technical Assistance (TA).** This includes monthly facilitated leadership meetings, TA activities and/or consultations based on your specific needs and interests, and support around evaluation and/or sustainability planning.
- **Access a Community of Practice (CoP).** Join bi-monthly meetings with other pilot sites to share best practices, participate in topical presentations, and contribute to advancing work around financial services and workforce development.

What are pilot site responsibilities?

- Assign a dedicated team to work with the TA team through August 31, 2022. The team should include representatives from the workforce system, a bank, and the BIPOC and disability communities.

¹ The LEAD Center is a Workforce Innovation and Opportunity Act policy development center focused on improving employment and economic advancement outcomes for people with disabilities by providing policy research and recommendations, technical assistance, and demonstration projects. Contract No. #GS-10F-0281S.

**Overview of the CareerSource Broward Region
Not Seasonally Adjusted
October 22, 2021**

- The unemployment rate in the CareerSource Broward region (Broward County) was 4.4 percent in September 2021. This rate was 3.3 percentage points lower than the region's year ago rate of 7.7 percent. The labor force was 1,055,549, up 47,532 (+4.7 percent) over the year. There were 46,144 unemployed residents in the region.
- In September 2021 nonagricultural employment in the Ft. Lauderdale-Pompano Beach-Deerfield Beach Metro Division was 827,800, an increase of 31,300 jobs (+3.9 percent) over the year.
- The leisure and hospitality (+22.8 percent); other services (+10.0 percent); and construction (+7.4 percent) industries grew faster in the metro area than statewide over the year.
- The Ft. Lauderdale-Pompano Beach-Deerfield Beach Metro Division had the second highest annual job growth compared to all the metro areas in the state in mining, logging, and construction (+3,600 jobs).
- The Ft. Lauderdale-Pompano Beach-Deerfield Beach Metro Division had the second fastest annual job growth rate compared to all the metro areas in the state in leisure and hospitality (+22.8 percent).
- The Ft. Lauderdale-Pompano Beach-Deerfield Beach Metro Division had the third highest annual job growth compared to all the metro areas in the state in trade, transportation, and utilities (+5,600 jobs) and other services (+3,000 jobs).
- The Ft. Lauderdale-Pompano Beach-Deerfield Beach Metro Division had the third fastest annual job growth rate compared to all the metro areas in the state in other services (+10.0 percent).
- The industries gaining in jobs over the year were leisure and hospitality (+16,100 jobs); trade, transportation, and utilities (+5,600 jobs); education and health services (+3,200 jobs); construction (+3,600 jobs); other services (+3,000 jobs); professional and business services (+600 jobs); manufacturing (+500 jobs); and information (+400 jobs).
- The government (-1,100 jobs) and financial activities (-600 jobs) industries lost jobs over the year.

Note: All data are subject to revision.

Source: Florida Department of Economic Opportunity, Bureau of Workforce Statistics and Economic Research.

Unemployment Rates			
(not seasonally adjusted)	Sep-21	Aug-21	Sep-20
CareerSource Broward (Broward County)	4.4%	4.9%	7.7%
Florida	4.3%	4.9%	7.3%
United States	4.6%	5.3%	7.7%

Nonagricultural Employment by Industry (not seasonally adjusted)	Ft. Lauderdale-Pompano Beach-Deerfield Beach Metropolitan Division				Florida				Annualized Avg. Wages Broward County, Q1 2021
	Sep-21	Sep-20	change	percent change	Sep-21	Sep-20	change	percent change	
Total Employment	827,800	796,500	31,300	3.9	8,836,200	8,399,700	436,500	5.2	\$57,078.80
Mining and Logging	NA	NA	NA	NA	5,600	5,400	200	3.7	\$46,647.29
Construction	52,000	48,400	3,600	7.4	578,000	558,600	19,400	3.5	\$58,961.19
Manufacturing	27,400	26,900	500	1.9	383,500	372,700	10,800	2.9	\$57,993.24
Trade, Transportation, and Utilities	189,300	183,700	5,600	3.0	1,789,200	1,729,200	60,000	3.5	\$55,012.56
Wholesale Trade	50,100	48,600	1,500	3.1	356,600	338,300	18,300	5.4	\$85,288.72
Retail Trade	104,300	102,800	1,500	1.5	1,072,100	1,051,700	20,400	1.9	\$38,936.63
Transportation, Warehousing, and Utilities	34,900	32,300	2,600	8.0	360,500	339,200	21,300	6.3	\$63,724.52
Information	18,800	18,400	400	2.2	135,600	128,200	7,400	5.8	\$133,647.27
Financial Activities	63,100	63,700	-600	-.09	621,100	590,700	30,400	5.1	\$112,329.85
Professional and Business Services	145,200	144,600	600	0.4	1,424,400	1,346,700	77,700	5.8	\$68,304.82
Education and Health Services	109,400	106,200	3,200	3.0	1,348,100	1,296,900	51,200	3.9	\$55,572.75
Leisure and Hospitality	86,600	70,700	16,100	22.8	1,092,200	941,200	151,000	16.0	\$28,447.18
Other Services	33,100	30,100	3,000	10.0	342,800	341,200	28,600	9.1	\$39,964.91
Government	102,600	103,700	-1,100	-1.1	1,115,700	1,115,900	-200	0.0	\$68,429.82

Population	2020	2019	change	percent change
CareerSource Broward (Broward County)	1,958,105	1,955,475	2,630	0.1
Florida	21,733,312	21,492,056	241,256	1.1
Average Annual Wage	2020	2019	change	percent change
CareerSource Broward (Broward County)	\$59,018	\$54,646	\$4,372	8.0
Florida	\$55,845	\$51,744	\$4,101	7.9

Note: All data are subject to revision.

Source: Florida Department of Economic Opportunity, Bureau of Workforce Statistics and Economic Research.