
AGENDA

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

**Partnership Meeting #258
Thursday, October 31, 2024
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

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

<https://us02web.zoom.us/j/85295885461?pwd=1fMwh7bIUZOJ2SVQF3Sb4lZDyFdtfu.1>

PROTOCOL FOR TELEPHONE/ZOOM MEETING

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

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

PLEDGE OF ALLEGIANCE

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

MISSION MOMENT

CSBD's 2024 Workforce Professional Champion of the Year, Neena Rowe, RESEA Success Coach.

PRESENTATIONS TO THE BOARD

We have two 1) the Healthcare Career Pathways video made possible through the generous support of Broward Health and Memorial Healthcare and 2) the annual performance presentation by Daniel Harper, Senior Management Analyst Supervisor at Florida Commerce, and members of his team.

APPROVAL OF MINUTES

Approval of the minutes of the 8/22 BWDB meeting #257.

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

Pages 12 – 23

CONSENT AGENDA

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

ACCEPTANCE OF CONSENT AGENDA

RECOMM Approval
ACTION Motion for Approval

1. Monthly Performance Report

The State is delayed in providing the data we use for the Monthly Performance Report. We have contacted FloridaCommerce and they have informed us that they are working to update the information and as soon as it is available, we will be notified.

ACTION None
EXHIBIT None

2. Letters of Support

Letters of support were written for 1) Wolfcreek Consulting Inc.'s Quick Response Training grant 2) Community Foundation of Broward's application for the Florida Children's Initiative and 3) Junior Achievement of South Florida's application for the U.S. Department of Labor's YouthBuild program.

ACTION None
EXHIBIT None

REGULAR AGENDA

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

NEW BUSINESS

1. Compensation Study

Consideration to approve the 2024 Compensation Study recommendations which propose 1) a 3% adjustment to the salary ranges 2) an adjustment to the wages of twelve (12) CSBD and Integrative Staffing Group staff whose salaries are either below the starting salary for the range or per the study needed to be aligned to reflect the current market for the positions, at a cost of \$25,059 and 3) creation of an annual retirement benefit for senior management who have worked for CSBD or our staffing company for at least 7 years. Currently, 9 senior management staff will qualify at a cost of \$28,000. Based on an analysis of actual expenditures through the first quarter of this year sufficient budget in both program and administrative categories is available to fund the Study recommendations at a total of \$53,059. Approved at the 10/9 Organizational Resources and 10/14 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #01 – 24 (HR)

Pages 24 – 28

2. Accept Summer Youth Employment Program (SYEP) Funds for 2025

Consideration to accept 1) \$4,277,213 from the Children’s Services Council to serve 913 youth and 2) \$385,000 from Broward County to serve 83 youth for a total of 996 youth and \$4,662,213. Youth are ages 16-18 years old and economically disadvantaged. Broward County funds will be targeted for youth who have had contact with the Juvenile Justice system and/or reside in one of the six distressed zip codes. As the County is awarding CSBD funds they have no conflict of interest. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience. The application portal for youth will go live on 12/2. Approved at the 9/23 Youth and 10/14 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders).)*

RECOMM Approval
ACTION Motion for Approval
EXHIBITS [Employer](#) and [Youth](#) Flyers

Pages 29 – 30

3. Accept Non-Custodial Parent Grant Funds

Consideration to accept \$785,000 from FloridaCommerce to serve 65 non-custodial parents who are unemployed or underemployed and have difficulty meeting child support obligations. The goal of the program is to provide job training and employment that leads to self-sufficiency. CSBD is renewing a Memorandum of Understanding with the Florida Department of Revenue to share contact information on parents that are in arrears with child support payments. Approved at the 10/1 One-Stop Services and 10/14 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders).)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Non-custodial Parent Flyer

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4. Accept Disaster Recovery Funds

Consideration to accept \$500,000 in WIOA National Dislocated Worker Grant funds from FloridaCommerce. These funds provide temporary jobs to assist with humanitarian aid, and restoration activities to assist with disaster relief and can also be used to provide career services and training to eligible participants. The grant runs through 6/30/26. Approved at the 10/14 Executive Committee meeting. *(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

5. CareerSource Broward (CSBD) WIOA Local Plan for Program Years 2025 – 2028

Consideration to approve CSBD’s 2025 – 2028 4 Year Strategic Plan as required under the Workforce Innovation and Opportunity Act (WIOA). Every 4 years, local boards, together with their chief local elected officials, are required to submit a local Strategic Plan that describes how they will deploy workforce services and invest resources in their local areas. The Plan is required to be aligned with the State’s Plan and must be available for a 30-day comment period. We advertised the opportunity for public review and comment in two local newspapers and on our website. Comments received will be brought to the Board. We also held a publicly noticed meeting on 9/27 to allow community input. Approved at the 10/1 One-Stop Services and 10/14 Executive Committee meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

RECOMM Approval
ACTION Motion for Approval
EXHIBITS Memo #02 – 24 (QA)
 Executive Summary

Pages 32 – 39

REPORTS

1. Paychecks for Patriots Hiring Event

CSBD will host its annual Paychecks for Patriots Veterans Hiring Fair on 11/14 at the Tamarac Community Center which is being provided free of charge by the City under the guidance of Mayor Michelle Gomez. The first hour of the event will be reserved for veterans and family members of veterans. The School Board will also be providing transportation for students who are nearing graduation from the Technical Colleges. The event is being marketed to job seekers and employers through social media, radio advertisements, distribution of flyers to community partners, advertising in the career centers, and word of mouth.

ACTION None
EXHIBITS [Employer](#) and [Job Seeker](#) Flyers

Pages 40 – 41

2. State of the Workforce Breakfast and Job Fair

CSBD, in partnership with the chambers of commerce of Fort Lauderdale, Hollywood, and Pompano Beach and the Port Everglades Association, is participating in the State of the Workforce event on 1/29/25 at the Broward County Convention Center (BCCC). The event includes a networking breakfast where attendees will learn about the latest workforce trends and a Job Fair hosted by CSBD. The BCCC is providing the venue free of charge and parking for attendees, including job seekers, is being provided courtesy of Visit Lauderdale. CSBD is also partnering with Broward County Transit to provide complimentary transportation to job seekers from economically distressed zip codes. Marketing to employers and job seekers for the event will be executed through 1) targeted digital advertisements through geofencing 2) social media and 3) e-blasts.

ACTION None
EXHIBIT [Employer Flyer](#)

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3. U.S. Small Business Association

CSBD held a meeting with Edward Fears, Director of the U.S. Small Business Administration's (SBA) Office of Disaster Recovery & Resiliency Field Operations Center who flew in from his Atlanta-based office. The purpose was to discuss partnering to support small businesses during times of disaster. SBA agreed to 1) have exhibits at CSBD job fairs 2) conduct Zoom presentations to employers at future Workforce Wednesday events and 3) provide materials to CSBD regarding disaster loans and resources, which we added to our website on a landing page for employers.

ACTION None
EXHIBIT [Small Business Administration Landing Page](#)

4. CSBD All Staff Training Day

On 9/6, CSBD held its annual All Staff Training Day. Heiko Dobrikow gave an inspired welcome that energized the team. Breakout sessions covered subjects such as 1) change management 2) leading from within 3) Predictive Index and 4) included a gamified experience developed by staff called "CSBD Feud" for in-depth training on WIOA. Guest speakers Sheri Brown Grosvenor, VP of Community Impact, Community Foundation, Ojetter Smalls, Director of Member Experience and Engagement, Greater Hollywood Chamber, and Evelyn Gonzalez, Career Navigator, Broward Health provided employer testimonials and Eugen Bold, representing Commissioner Tim Ryan, underscored the impact on our customers. Staff unanimously gave a "high five" rating for the event!

ACTION None
EXHIBIT Staff Training Day Video

5. CSBD Value Proposition Calculators

In response to a Board recommendation, CSBD created two calculators 1) On-the-Job Training and 2) Paid Internship/Work Experience. These web-based/mobile responsive tools enable employers to input information about their work-based training or internship requirements and instantly receive an estimate of the value added to their bottom line by engaging CSBD in these services. Employers can adjust the input data to explore various scenarios and calculate different return on investment possibilities.

ACTION None
EXHIBIT [Value Proposition Calculators](#)

6. CSBD Letter to the Maritime Industry Leaders

At the 9/16 Education and Industry Consortium meeting, guest speaker Bert Fowles, VP Marketing and Sales of IGY Marinas and Chair of the US Superyacht Association, suggested CSBD pen a letter acknowledging the important contributions of the Marine industry to our local economy. We sent a draft of the letter to Board member Lori Wheeler who provided input. The letter is an important reminder that we welcome the opportunity to serve the employers in this industry and encourages them to engage CSBD and the Marine Industries Association of South Florida to access employment services to 1) address skill gaps and 2) improve the talent pipeline and training needed for career pathways. Approved at the 9/30 Employer Services Committee meeting.

ACTION None
EXHIBIT Maritime Industry Letter

Pages 43 – 44

7. Eligible Training Provider (ETP) Performance

CSBD conducted its semi-annual analysis of ETP performance and found that all training programs are in compliance with the Board-mandated 70% training-related placement rate.

ACTION None
EXHIBIT None

8. WIOA Youth Provider Performance for Program Year (PY) 23/24

For program year (PY) 23/24 that ended on 6/30, CSBD, funded four (4) Out-of-School (OSY) and two (2) In-School Youth (ISY) programs. During their time enrolled in the programs the youth received case management, career pathway planning, occupational skills training and job readiness preparation. This Youth Performance Report provides the Youth Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act (WIOA). Overall, the providers were successful during the year.

ACTION None
EXHIBIT Memo #01-24 (OPS)

Pages 45 – 50

9. Chamber Contract Renewals

CSBD has renewed its contracts with the 1) Greater Hollywood Chamber of Commerce for up to \$55,000 and 2) Greater Fort Lauderdale Chamber of Commerce for up to \$65,000 which serve as business intermediaries and promotes our work-based training services to their members. The chamber staff will develop commitments for work-based training in OJTs, internships, and incumbent worker training contracts. CSBD has been pleased with the services provided. The contracts will be through 9/30/25. In accordance with the governing boards' policy, we report single-item purchases of \$10,000 or more.

ACTION None
EXHIBIT None

10. CSBD Panel Discussion at the State Workforce Professional Development Summit

As leaders in innovative workforce development, CSBD conducted a breakout panel discussion lead by Carol Hylton, Barbara Cevieux and Marie Suarez, President of the Greater Hollywood Chamber of Commerce, moderated by Mark Klinecicz at the annual State conference in Orlando. The topic focused on our successful partnership with Chambers of Commerce to further local workforce development. The session was jam packed with all levels of workforce professionals eager to learn how we coordinated the success of our Inaugural State of the Workforce Breakfast and Job Fair.

ACTION None
EXHIBIT None

11. Workforce Professional Development Proclamation

Mr. Eugene Bold from Commissioner Tim Ryan’s office presented CSBD with a Proclamation signifying September 2024 as Workforce Development Month in recognition of the impact the professionals at CSBD have on job seekers and employers in Broward County. The presentation was made during the CSBD Hospitality and Tourism Industry Forum held on 9/18 hosted by Marie Suarez, CEO of the Greater Hollywood Chamber of Commerce, and the honorable Josh Levy, Mayor of the City of Hollywood who welcomed the attendees and spoke of CSBD’s contributions to the business community and getting Broward back to work.

ACTION None
EXHIBIT [Proclamation](#)
 [Presentation Photo](#)

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12. CSBD Hosts Broward County Public Schools

CSBD will host a Career Champions meeting at our South Career Center on Wednesday, 11/6. The Champions help students prepare for life after high school. We will showcase the marine and healthcare videos to gain more exposure for these industries. A tour of the center will follow the meeting as it is important that they see first-hand the job seeker services CSBD offers to students and their parents. The idea for this collaboration stemmed from our recent Education and Industry Consortium meeting.

ACTION None
EXHIBIT None

13. Florida Impact Honoree

We are proud to announce that Heiko Dobrikow, our Board Chair, will be honored with the Florida Impact Award by the News Service of Florida on 12/10 in Tallahassee. This prestigious award recognizes Florida leaders who have made a significant difference in their communities and the state through corporate social responsibility. Mr. Dobrikow’s dedication to servant leadership within his business and beyond has led to this well-deserved recognition. We are honored to celebrate this accomplishment with him!

ACTION None
EXHIBIT None

14. Board Member Recognition

Cynthia Sheppard has notified CSBD that she is retiring after many years of service from the Board.

ACTION None
EXHIBIT None

15. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 3.6 percent in July 2024. This rate was 0.5 percentage points higher than the region’s year-ago rate. In July 2024, Broward County’s unemployment rate was 0.2 percent less than the State’s rate. Out of a labor force of 1,095,776, up 7,081 (+0.7 percent) over the year, there were 39,130 unemployed Broward County residents. The dashboard is a value-added resource allowing businesses the ability to make data-informed decisions. CSBD recently added a new economic indicator tile to the dashboard, Inflation Rate. The data presented for this tile tracks the annual inflation rate (change in general price levels) over the previous 12 months.

ACTION None
EXHIBITS Broward County Labor Market Information
 [CareerSource Broward Dashboard](#)

Pages 52 – 53

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

MATTERS FROM THE BOARD

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS DECEMBER 12, 2024.

MEETING MINUTES

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

**Partnership Meeting #257
Thursday, August 22, 2024
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

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

Attendees: Mayor Josh Levy, Mayor Dean Trantalis, Commissioner Tim Ryan, Zac Cassidy, Dr. Ben Chen, Keith Costello, Paul Farren, Dr. Howard Hepburn, Frank Horkey, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Felipe Pinzon, Richard Shawbell, Shane Strum, Bob Swindell, Marjorie Walters, Lori Wheeler, Tara Williams, and Heiko Dobrikow, who chaired the meeting.

Guests: Pamela Sands, Eugen Bold, Carolyn Augustin, Kathleen Hagan, Marcela Henriquez, Meg Kroll, Neeta Rancourt, Jake Stratmann, and Joel Shine.

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

PRESENTATION

Board Chair Heiko Dobrikow welcomed Pam Sands, who recently resigned from her position on the Board. He acknowledged her membership since February 2006 and her tenure as BWDB Chair from 2013 to 2014. He expressed appreciation for her contributions over the years and then invited Ms. Sands to address the Board.

Ms. Sands stated her current career commitments are demanding more of her time. Ms. Sands credited CSBD with shaping her career, particularly in understanding public workforce policies and expanding access to talent in the community. Looking ahead, she expressed excitement for the future of the board and optimism for the opportunities it will continue to create for Broward County's residents and employers.

Mr. Dobrikow and the CSBD Council of Elected Officials presented a plaque to Board member Pam Sands.

MISSION MOMENT

The Marine Career Pathways video was presented, showcasing the various opportunities available in the marine industry. It highlighted the yacht service technician apprenticeship program as one of the avenues through which job seekers can connect with these opportunities.

Mr. Dobrikow acknowledged the contributions of the team and Board member Lori Wheeler, as well as the marine industry employer representatives who made the project possible, Joel Shine and Carolyn Augustin of Derektor Shipyards, Kathleen Hagan of FHG Marine Engineering Inc., John Kelly, Marcela

Henriquez, and Meg Kroll of Bradford Marine, Neeta Rancourt of Atlantic Technical College, and Jake Stratmann of Starboard Yacht Group.

Mayor Dean Trantalis inquired about the typical size of the graduating class and the number of graduates.

Ms. Wheeler responded the program usually starts with around 12 students per class. To date, three classes have graduated, and two are in process. Ms. Wheeler explained that the program is two years long, with two classes running concurrently, one in the first year and one in the second. Another class is scheduled to begin in January.

Carol Hylton stated that this and the other three videos under development aim to address the need to direct the community and job seekers toward in-demand occupations. Ms. Hylton explained the video will be shared with Ms. Wheeler for distribution within the Marine industry and our community partners. Ms. Hylton indicated that we are coordinating with Maria "Loli" Formoso, Director of Technical Adult and Community Education with the School Board, to distribute the video to students, parents, and BRACE advisors. It will also be incorporated into the curriculum for career champions at schools, shared with technical colleges, and promoted through Claim Your Future for juniors and My Next Move events. The video will also be featured on our website and social media and sent to about 3,000 summer youth applicants to share with their parents and our youth providers.

Ms. Hylton expressed gratitude to the employers present and online, Atlantic Technical College as well as Ms. Wheeler and CSBD staff members, Tony Ash, Alex Shaw, Barbara Cevieux, and Mark Klinecicz for their dedication in creating a valuable resource that highlights the industry and its in-demand occupations.

Mayor Josh Levy inquired about the availability of career resources within Broward County high schools. He suggested the idea of having a career office serving as something similar to a "My Next Move" available year-round, allowing students to regularly explore various career paths, including those beyond traditional college routes.

Dr. Howard Hepburn affirmed that the BRACE advisors at all high schools are dedicated year-round to educating students about various career opportunities, including those in the marine industry. He expressed support for the apprenticeship program and offered to help ensure it is effectively promoted within high schools. He will also ensure that the information reaches students through his cabinet meetings and other appropriate channels.

Ms. Wheeler expressed her gratitude to Dr. Hepburn and Ms. Rancourt for their support and acknowledged the exceptional efforts of the entire CareerSource team in producing the video. She thanked everyone involved and emphasized the significant effort required to achieve this milestone.

Mr. Dobrikow and the CSBD Council of Elected Officials presented Certificates of Appreciation to the employers and invited them to address the Board.

Jake Stratmann shared his personal journey, noting his initial struggle with academics and eventual shift to a career in the marine industry. He emphasized the positive impact the video can have on youth in choosing a career path.

Marcela Henriquez expressed gratitude for the program, noting its significant impact on students who are exploring different career options and discovering their capabilities.

Kathleen Hagan emphasized the importance of providing exposure to high-earning opportunities outside traditional academic paths.

Ms. Rancourt praised the partnership between CSBD, the marine industry and Atlantic Technical College, reflecting on the progress and success of the program. She mentioned the exposure it provides to a large number of adult students and expressed excitement about sharing the video and its positive impact.

Mr. Dobrikow related the discussion to the World of Works event, noting how visual aids like the video can inspire students by helping them see themselves in such careers. He thanked the employers for their participation and contribution to the event's success.

APPROVAL OF MINUTES

Approval of the minutes of the 6/27 BWDB meeting #256.

On a motion made by Mayor Dean Trantalis and seconded by Keith Costello, the BWDB/CSBD Council of Elected Officials unanimously approved the minutes of the 6/27 meeting #256.

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

1. Monthly Performance Report

The performance report for June is provided. The data reflects that within the Big 7 Regions, CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), 1st in Welfare Transition (WT) All Family Participation Rate and Two-parent Participation Rate, and 3rd in WTP, Wagner Peyser and Veterans EER.

2. Letters of Support

Letters of support were written for 1) Goodwill South Florida application to the US DOL for its Skill-building, Training, Empowerment, and a Pathway program 2) OIC of South Florida's Workforce Pathways for Youth proposal and the following Quick Response Training grant applications 3) Keith and Associates 4) 7 Air 5) Aerothrust MRO 6) Gold Aviation Service 7) Longhorn Gator 8) Xtreme Aviation 9) Mako Surgical and 10) West Marine.

On a motion made by Mayor Josh Levy and seconded by Keith Costello, the BWDB/CSBD Council of Elected Officials unanimously approved the minutes of the Consent Agenda of 8/22.

REGULAR AGENDA

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

NEW BUSINESS

1. Broward Workforce Development Board Appointment

Considered recommending the appointment of Ms. Catherina Rozario, the interim Director for Area 7 for Vocational Rehabilitation, who was referred to us by Mr. Armando Oliva, Chief, Bureau of Field Services, for the State Vocational Rehabilitation Division. Vocational Rehabilitation is a core partner and a mandatory member of the Broward Workforce Development Board, Inc. The CSBD Council of Elected Officials appoints board members following a recommendation from the BWDB. Approved at the 8/12 Executive Committee meeting. *(This is in alignment with the Board's goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

Heiko Dobrikow presented the item. There was no further discussion.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CSBD Council of Elected Officials unanimously approved Ms. Catherina Rozario's appointment to the BWDB.

2. Replacement of Air Conditioning System in Building "B" Main Office

Considered the ratification of a charge to the General Fund due to the emergency purchase of a new air conditioner for the B building at 2890 W. Cypress Creek Blvd. Following the failure of the air conditioning system in early August, making it extremely hot for staff to work, CSBD obtained quotes for a new air conditioner, which came in at \$19,950. The unit is considered a capital purchase (a useful life of more than 1 year and a cost greater than \$5,000), so we are required to request approval from the State, which was granted. Per the State's approval, the cost of the air conditioner had to be allocated, meaning a portion of the purchase had to be charged to indirect costs, could not be paid by the grants, and was charged to the General Fund. Under the emergency powers granted to the President/CEO by the governing boards, the charge was authorized so staff could return to their offices. The amount charged to the General Fund was \$4,363.40 and will be recouped over 5 years through depreciation, which can be charged to the grants. The depreciation collected will be used to repay the General Fund. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, technology and relevancy.)*

Heiko Dobrikow introduced the item and asked Rochelle Daniels, General Counsel, to present it, which she did.

Mayor Dean Trantalis inquired whether a reserve fund is maintained for unexpected capital improvements or if these expenses are covered on an as-needed basis. Ms. Hylton confirmed that expenses are handled as needed. Mayor Trantalis suggested that considering a reserve fund for unexpected maintenance items during the budgetary process might be beneficial. Mr. Dobrikow agreed, proposing that the matter be referred to the Audit Committee to explore the establishment of a reserve fund for emergencies.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the BWDB/CSBD Council of Elected Officials unanimously ratified a charge to the General Fund due to the emergency purchase of a new air conditioner for B building at 2890 W. Cypress Creek Blvd.

3. Central One-Stop Lease

Considered approval to enter into an open-ended lease for 2660 & 2680 W. Oakland Park Blvd. and if the State agrees include 1) an option to purchase and 2) a right of first refusal. Although the State has decided to sell the buildings in the plaza where our central one-stop is located, they agreed to retain the two buildings at the far west end of the plaza for CSBD to move under an open-ended lease or a purchase. The Audit and Executive Committees compared the cost of a mortgage to the cost of maintenance, which is what the State charges us, in making their recommendation. Approved at the 8/1 Audit and 8/12 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Heiko Dobrikow introduced the item and asked Zac Cassidy, Chair of the Audit Committee, to present it, which he did.

Carol Hylton explained that while a move is necessary, the key question has been whether to purchase or lease the two buildings. The State has been open to either option. The discussion has involved comparing the costs of purchase versus lease, with the lease option being more cost-effective in terms of maintenance compared to typical market rent.

Mayor Trantalis further emphasized that in weighing the options, consideration should include, not only the rent, but also the build-out costs, as the new space will need modifications to suit future needs. He asked for an estimate of the build-out costs in addition to the purchase price before deciding on the lease option.

Ms. Hylton responded that the modifications required would be minimal and are estimated to cost around \$100,000. She explained that as the State will be our landlord, they would cover costs for significant repairs like the AC system.

Purchasing the building would exhaust the General Fund and introduce additional maintenance responsibilities, whereas the State's support with the lease option offers a more manageable approach. Additionally, the lease would improve parking availability, as the space would allow for more efficient use of the parking area. Wagner-Peyser funds, if extended, would assist with furniture and build-out expenses.

Mayor Trantalis asked who determined the 8.75% interest rate on the mortgage and if it reflects the market rate.

Keith Costello responded that the Audit Committee had discussed the interest rate and indicated that it is likely close to the market rate, possibly a bit lower, and is associated with a 6-year mortgage. Mr. Costello noted that there will be associated expenses regardless of whether the option is a mortgage or a lease. He added that even with a lower rate, the cost of purchasing the buildings would be considerably higher compared to leasing. Additionally, there may be potential to negotiate build-out costs with the State.

Carol Hylton added that purchasing the buildings would result in approximately \$200,000 more in annual costs compared to leasing. She indicated that moving from four buildings to two would also lead to savings as we will occupy less square footage.

Carol Hylton stated that under the lease agreement, the State would cover costs for insurance, repairs, utilities, and taxes. The only expense for which CSBD would be responsible is the per-square-foot rent, as we have historically been paying.

Mayor Josh Levy stated that given the financial analysis and the favorable lease terms provided by the State, including potential options for negotiation such as a right of first refusal or an option to purchase, it is prudent for the organization to proceed with the lease option. This approach avoids depleting the General Fund and aligns with the Audit Committee's recommendation.

Carol Hylton confirmed that the organization could still consider purchasing the buildings in the future. The lease agreement will include provisions for a right of first refusal or an option to purchase, as discussed with the State.

On a motion made by Mayor Dean Trantalis and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved entering into an open-ended lease for 2660 & 2680 W. Oakland Park Blvd. and if the State agrees, include 1) an option to purchase and 2) a right of first refusal.

4. WTP Community Service Contract for Broward Education Foundation

Considered approval of a non-financial Welfare Transition Program (WTP) community service worksite contract with the Broward Education Foundation, Inc. (BEF). WTP participants assigned to the BEF will obtain soft skills in a customer service setting. Because Board member Dr. Howard Hepburn is on the BEF Board of Directors this recommendation will require a 2/3 vote of the Board members present once a quorum has been seated at a Board meeting. Approved at the 8/12 Executive Committee meeting. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, educating and connecting them to the workforce system to produce innovative workforce solutions.)*

Heiko Dobrikow introduced the item and asked Carol Hylton to present it, which she did.

Dr. Howard Hepburn declared a conflict of interest as he is on the BEF Board of Directors. Dr. Hepburn abstained from the vote and discussion and will complete a conflict-of-interest form.

There was no further discussion.

On a motion made by Mayor Dean Trantalis and seconded by Keith Costello, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial WTP community service worksite contract with the BEF.

5. Renewal of the Contract for Audit Services with Anthony Brunson, P.A.

Considered approval to renew the contract between CareerSource Broward and Anthony Brunson P.A. with Watson Rice serving as the engagement partner for conduct of the CSBD fiscal year 23/24 organization-wide audit in the amount of \$34,000, the same rate as last year. This is the 1st of 4 one-year renewals under their contract. Approved at the 8/1 Audit and 8/12 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Heiko Dobrikow introduced the item and asked Zac Cassidy, Chair of the Audit Committee, to present it, which he did.

Rochelle Daniels stated that we have been very satisfied with Brunson's services. She explained that he provides thorough work and is readily available for counseling and advice throughout the year. She also mentioned that his fees are reasonable, contributing to our overall satisfaction.

On a motion made by Keith Costello and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved the renewal of the contract between CSBD and Anthony Brunson P.A. for the conduct of the CSBD fiscal year 23/24 organization-wide audit in the amount of \$34,000.

6. Renewal of Contract with Taylor Hall Miller Parker, P.A. (THMP) for Program Monitoring Services

Considered approval to renew the contract between CSBD and THMP for the conduct of Program Year 24/25 program monitoring in the amount of \$81,000, or \$27,000 a visit for 3 visits at the same rate as last year. This is the 2nd of up to 4 one-year renewals under their contract. Approved at the 8/1 Audit and 8/12 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Heiko Dobrikow introduced the item and asked Zac Cassidy to present it, which he did.

There was no further discussion.

On a motion made by Mayor Dean Trantalis and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved the renewal of the contract between CSBD and THMP to conduct Program Year 24/25 program monitoring in the amount of \$81,000.

7. Renewal of the Contract with Cherry Bekaert (CB) for Fiscal Monitoring Services

Considered approval to renew the contract between CSBD and CB for the conduct of Program Year 24/25 fiscal monitoring in the amount of \$73,800, or \$24,600 per visit for 3 visits. This is an increase of \$300 over last year. This is the 2nd of up to 4 one-year renewals under their contract. Approved at the 8/1 Audit and 8/12 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Heiko Dobrikow introduced the item and asked Zac Cassidy to present it, which he did.

There was no further discussion.

On a motion made by Zac Cassidy and seconded by Lori Wheeler, the BWDB/CSBD Council of Elected Officials unanimously approved the renewal of the contract between CSBD and CB to conduct Program Year 24/25 fiscal monitoring in the amount of \$73,800.

8. Region 22 Targeted Occupations List (TOL) for Program Year (PY) 24/25

Considered approving changes to our local area's TOL for PY 24/25. As we always do, we researched the State's preliminary list and compared it to the Board-approved criteria. To get input on the State's proposed list, we sent it to local education and business stakeholders and community partners to invite them to a publicly noticed meeting on 7/8. Based upon our review and community input, CSBD recommends 1) adding forty-four (44) new occupations proposed by the State and 2) retaining thirty-one (31) occupations proposed by the State for removal. Throughout the year, the CSBD governing boards may approve changes and add new occupations to the TOL. Approved at the 8/5 Employer Services and 8/12 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services*

(social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).)

Heiko Dobrikow introduced the item and asked Francois Leconte, Chair of the Employer Services Committee, to present it. Mr. Leconte reviewed the changes to add 44 new occupations and retain 31 occupations.

There was no further discussion.

On a motion made by Paul Farren and seconded by Lori Wheeler, the BWDB/CSBD Council of Elected Officials unanimously approved changes to our local area's TOL for PY 24/25.

9. Continued Eligibility – Universal Technical Institute

Considered approving existing Eligible Training Provider (ETP) Universal Technical Institute with 1) continuing eligibility for the period 9/1/24 through 8/31/26 and 2) maintain their currently approved occupational training programs on our ITA list. Provider has met continued eligibility requirements that include licensure, accreditation, issuance of industry-recognized credentials, and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed their application for completeness to ensure that CareerSource Florida requirements and Board-mandated criteria were met. Approved at the 8/6 One-Stop Services and 8/12 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).)*

Heiko Dobrikow introduced the item and asked Rick Shawbell, Chair of the One-Stop Services Committee, to present it, which he did.

There was no further discussion.

On a motion made by Rick Shawbell and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved Universal Technical Institute with 1) continuing eligibility for the period 9/1/24 through 8/31/26 and 2) maintaining their currently approved occupational training programs on the ITA list.

REPORTS

1. General Fund Balance

As of 4/30, we reported that the General Fund balance was \$1,197,452. From 5/1 through 6/30, we realized revenues of \$104,980 and incurred expenditures of \$23,527. The General Fund balance as of 6/30 is \$1,278,905. Of this amount \$544,601 is held in reserve leaving a balance of \$734,304.

Heiko Dobrikow introduced the item and asked Zac Cassidy to review the report which he did.

There was no further discussion.

2. Budget vs. Actual Expenditure Report

Pursuant to Board request throughout the year we provide reports on Budget vs Actual

expenditures. Each year we budget to spend 100% of our grants. CSBD receives some of its funds based on its program year which is 7/1 – 6/30 and some of its funds based on the federal fiscal year 10/1 – 9/30 which is also the CSBD fiscal year. While Wagner Peyser, and Veterans' expenditures appear low, we have plans which will result in expending the funds.

Heiko Dobrikow introduced the item and asked Zac Cassidy to review the report, which he did.

There was no further discussion.

3. Taylor Hall Miller Parker, (THMP) P.A. Program Monitoring - Report #2 Issued 6/24

THMP conducted program monitoring for the period 11/17/23 through 3/14/24. They reviewed a total of 179 files consisting of 6,432 elements. There were 5 findings and 9 observations. This equates to an error rate of .08%, or less than 1%. All findings and observations were corrected except where cases were closed and no further action could be taken.

Heiko Dobrikow introduced the item and asked Zac Cassidy to review the report, which he did.

Ron Moffett acknowledged Kimberly Bryant and her Operations team for the impressive results.

4. Tobacco Free Florida Employer Outreach

CSBD is partnering with Nova Southeastern University to support the state's efforts through the Tobacco Free Florida program to reduce tobacco use by Floridians. The program offers 1) individualized quit plans 2) 4-week supply of nicotine patches and gum. CSBD will receive \$50 for each individual referred to the program. We plan to share the information on social media and collaborate with the Chambers, industry associations, and community partners to inform the business community. CSBD has set up an online registration portal for interested individuals.

Heiko Dobrikow introduced the item and asked Carol Hylton to review this initiative.

Ms. Hylton stated that the goal is to refer 600 individuals, generating \$30,000 for the general fund. She highlighted that the service is free for participants, who can access the online portal using a QR code on the marketing materials. After inputting their information, staff would follow up with a phone call to guide them through the process, where participants can receive counseling, nicotine patches, gum, and other support.

Mayor Dean Trantalis noted that this initiative aligns with the ongoing efforts of the state legislature to ban smoking in public places, further emphasizing the importance of supporting individuals through the referral program.

5. CSBD Infograph July 2023 – June 2024

CSBD's Infograph was created to convey information quickly and clearly through visual elements about the delivery of our services to employers, community stakeholders and job seekers. The infograph is ideal for enhancing our storytelling and increasing the shareability of content across various platforms. During the period covered, the data reflects that CSBD hosted 110 recruitment events and job fairs, assisted Broward employers with nearly \$4.5 million in work-based training and provided over \$3.9 million in scholarships for training.

Heiko Dobrikow presented the item and reviewed the infographs. He highlighted key metrics from the infographs, emphasizing their importance in telling the story of CareerSource Broward's impact on job seekers and employers. Mr. Dobrikow expressed hope that the Board will find these infographs helpful in showcasing CareerSource's success.

6. Education and Industry Consortium (EIC) Second Quarter Report

The goal of the EIC is to align educational programming with industry needs at the local level. The EIC held its second meeting on 5/29. The Consortium 1) identified additional industries to consider for Worlds of Work Youth Career Exploration Event in 2025 and 2) decided to invite guest speakers from two industries at each meeting to discuss workforce challenges for businesses and job seekers and to identify strategies to overcome them.

Heiko Dobrikow introduced the item and asked Carol Hylton to review the report.

Ms. Hylton stated that the second quarter meeting featured valuable dialogue among the consortium members, particularly focusing on the pervasive labor shortages in their industries. The discussion emphasized the importance of engaging young people early on, noting that our career pathway videos are an effective tool for reaching them. She emphasized that the consortium's initiative to bring speakers to meetings will address industry challenges at a more strategic level.

Ms. Hylton added that following the meeting she engaged Sandy McDonald and secured a spot on the agenda for the Broward County Building Trades Meeting on the 28th, which she anticipates will be a significant opportunity to showcase our employer services.

7. Walter G. "Skip" Campbell Lawyer Award

Commissioner Tim Ryan received the prestigious Walter G. "Skip" Campbell Lawyer Award at the Broward County Bar Association 2024 Annual Installation Gala. Named after the Honorable Walter G. "Skip" Campbell, this award honors individuals who exemplify Campbell's dedication to community service and legal excellence. Congratulations Commissioner Ryan!

Heiko Dobrikow presented the item and congratulated Commissioner Tim Ryan on his award, inviting Eugen Bold to speak on behalf of Commissioner Ryan.

Mr. Bold explained that the award serves as recognition for the significant contributions Commissioner Ryan has made during his time in the legislature. He highlighted Commissioner Ryan's efforts in promoting the interests of Broward County in Tallahassee, noting that his legislative work has been impactful and consequential for the community.

8. Broward County Public Schools Earns an 'A' rating

The Florida Department of Education has released the latest school grades, and Broward County Public Schools have achieved an impressive 'A' rating! Additionally, the district celebrated the significant achievement of having no schools with a "D" or "F" rating for the first time since 1999. Congratulations Dr. Hepburn!

Heiko Dobrikow introduced the item.

Mayor Dean Trantalis expressed optimism about the future of the school system under Dr. Howard Hepburn's leadership. He highlighted that having no schools rated D or F since 1999, after 25 years of struggling performance, represents a significant milestone. He emphasized that this improvement is crucial for providing a quality education, which is vital for attracting businesses. Business owners often ask about the local school system when considering investments, as they want their children and their employees' children to receive a good education without relying on private schools. Additionally, he stressed that a strong

education system contributes to better student attendance and reduces delinquency, ensuring a brighter future for Broward County's youth.

Mr. Dobrikow echoed the sentiment, stating that the new "A" rating for Broward County Public Schools provides a powerful message for the Board to use in such discussions with business leaders looking to invest in Broward County.

9. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 3.6 percent in July 2024. This rate was 0.5 percentage points higher than the region's year-ago rate. In July 2024, Broward County's unemployment rate was 0.2 percent less than the State's rate. Out of a labor force of 1,095,776, up 7,081 (+0.7 percent) over the year, there were 39,130 unemployed Broward County residents. The dashboard is a value-added resource allowing businesses the ability to make data-informed decisions.

Heiko Dobrikow introduced the item and asked Mark Klinecicz to review the dashboard, which he did.

Mr. Dobrikow highlighted that the current labor market in Broward County shows a near balance between supply and demand, with 39,000 job seekers and 41,000 job openings. He noted the improvement in the hospitality sector, as concerns about labor shortages have decreased.

Mayor Dean Trantalis emphasized hospitality's role as a key economic driver in Fort Lauderdale. Mr. Dobrikow pointed to the year-over-year growth chart on the dashboard, stressing its value as a tool for the Board to reference in their discussions. The chart shows job growth across various sectors, including construction with 3,500 jobs, trade and transportation with 5,200 jobs, and hospitality with 3,400 jobs, underscoring the county's economic progress.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

None.

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

Heiko Dobrikow expressed gratitude for the extensive efforts involved in evaluating the lease deal, acknowledging the hard work of staff and the Audit and Executive committees in making an informed decision. He noted that the topic had been thoroughly discussed across various committees as well as the Council of Elected Officials during this meeting.

MATTERS FROM THE BOARD

Keith Costello expressed his appreciation for the intern his company received from CSBD, noting that it was their first time participating in the program. He was pleasantly surprised by the intern's skill level, describing them as having incredible technical abilities. He strongly recommended that other employers take advantage of this opportunity, emphasizing the value it brings. Mr. Dobrikow echoed this sentiment, stating that he had a similar positive experience with CSBD interns.

Dawn Liberta thanked the Board for including employers in the video project and for inviting them to the meeting, which made them feel valued.

Francois Leconte announced that his company will be exclusively broadcasting high school football games from August 22 to November 7, with around 20 games scheduled. In Fort Lauderdale and Miami,

games will air on Channel 18.2, while in Palm Beach, they will be on Channel 18, and in Key West or Tallahassee, on Channel 11. The games can also be viewed online via their app.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton reported that September is Workforce Development Professional Month and highlighted the all-day staff training on September 6, during which the centers and main office will be closed. She encouraged members to share words of appreciation for the staff after the Board meeting, which would then be made into a video and played at the event.

She discussed the Worlds of Work (WOW) event and stated that we sent a letter to the Amerant Bank Arena, where the event was held last year. The letter, signed by Commissioner Tim Ryan, showcased the value of our event to underprivileged youth in our community and asked that management consider offering use of the facility for free. As a result, the Management team at the Amerant Bank Arena agreed to provide the venue free of charge. Ms. Hylton added that the Employer Services Committee recently approved the addition of a few more “worlds” to the event, which is tentatively scheduled for March. Planning with the School Board is anticipated to begin soon.

Ms. Hylton also discussed the upcoming State Workforce Summit in Orlando starting October 9. CSBD will conduct a panel discussion that will include Tony Ash and Barbara Cevieux, along with Marie Suarez, President of the Greater Hollywood Chamber of Commerce. Mark Klineciewicz will serve as the moderator. The discussion will focus on our successful partnership with Chambers of Commerce.

Ms. Hylton mentioned that we are planning for the Paychecks for Patriots event and ongoing discussions with Tamarac Mayor Michelle Gomez to secure a larger venue, due to the success of this event over the past few years we need bigger space.

Lastly, we have a tour scheduled at our south center with Edward Fears from the U.S. Small Business Administration on September 17. Ms. Hylton will contact Sandy McDonald to see if he would like to join the tour, which aims to strengthen employer partnerships.

ADJOURNMENT 1:35 p.m.

<p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS OCTOBER 31, 2024.</i></p>

Memorandum #01 – 24 (HR) Revised

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

From: Carol Hylton, President/CEO

Subject: Compensation Study

Date: October 14, 2024

SUMMARY

Consideration to approve the 2024 Compensation Study recommendations which propose 1) a 3% adjustment to the salary ranges 2) an adjustment to the wages of twelve (12) CSBD and Integrative Staffing Group staff whose salaries are either below the starting salary for the range or per the study needed to be aligned to reflect the current market for the positions, at a cost of \$25,059 and 3) creation of an annual retirement benefit for senior management who have worked for CSBD or our staffing company for at least 7 years. Currently, 9 senior management staff will qualify at a cost of \$28,000. Based on an analysis of actual expenditures through the first quarter of this year sufficient budget in both program and administrative categories is available to fund the Study recommendations at a total of \$53,059. Approved at the 10/9 Organizational Resources and 10/14 Executive Committee meetings.

BACKGROUND

In accordance with Board policy to conduct a compensation study every 2 years so we can remain competitive with the market and to attract and retain staff, we released a Request for Quotes (RFQ) in March 2024 for the conduct of a compensation study. The study was also to include retirement benefits for leadership staff in accordance with information provided by Mission Square, our 457 Plan Administrators, and a comparison of benefits with public sector employers and other large workforce areas. We received four (4) quotes and selected Integrated Compensation Solutions (ICS) the lowest responsive quote and a Broward-based company.

DISCUSSION

The 2024 Compensation Study compared CSBD and one-stop staff salary ranges and wages with those of similar organizations and positions. As we are all aware, inflation is slowing, and unemployment has ticked up slightly. Accordingly, ICS found most of our salaries were competitive with the market. The recommendations are as follows:

A. Move the ranges for CSBD and ISG staff forward 3% as well as adjust some salaries to reflect the current market.

This will impact the wages of 12 staff at a cost of \$25,059 who 1) currently are below the recommended start of the range or 2) whose grades and wages need to be aligned to reflect the current market. The positions impacted have an asterisk next to them in the attached Tables 1 & 2 denoting a change in salary.

B. Creation of a tiered retirement plan

We currently have an elective \$1 for \$1 match for employees participating in the agency's retirement plan. Per IRS rules the employer match is capped at \$11,500. At the time of implementation of the \$1 to \$1 match Mission Square¹ inquired as to whether senior management would receive any supplemental retirement benefits as is the case with many of the public entities whose retirement benefits they manage. As this was not considered previously, when we released our RFQ, we asked the selected company to provide us with information in this regard along with the standard compensation information.

The consultant considered the Florida State FRS and also reviewed the 2020 Executive Benefit Survey sponsored by Newport Plan which includes a broad mix of governmental and non-governmental employers. It was noted that the FRS and many employers provide a mechanism that leverages additional retirement benefits targeted at retaining their senior management. *The Executive Benefit Survey* went on to say:

- Most plans are tiered to allow benefits to executives who have hit the statutory limits of their other plan and
- Lump sum dollar awards are the most common method for creating the benefit.

In reviewing benefits in Florida, the study found:

The County and City of Fort Lauderdale, as well as 3 of the big six workforce areas, 1) CareerSource Miami Dade 2) CareerSource Palm Beach and 3) CareerSource Northeast Florida, are members of the Florida Retirement System which recognizes senior leadership with an increased benefit based upon years of service.

The City of Hollywood's retirement formula includes years of service, and position classification that provides up to 81% of an individual's salary upon retirement.

CareerSource Tampa/Pinellas has a non-elective 5% contribution per employee wages to a retirement system. This automatically recognizes employees in leadership positions.

Based on the study we are recommending the creation of a tiered plan for senior management with an annual contribution to their retirement to begin 6/30 based on their tenure in a senior management position for a minimum of 7 years.² The contributions would be as follows:

- Executive Vice President and General Counsel (3 staff) - \$4,000 annually.
- Senior Vice President and Vice President (4 staff) - \$3,000 annually.
- One Stop Manager and Senior One–Stop Manager (2 staff) - \$2,000 annually.

Nine of fourteen senior managers currently qualify for a cost of the retirement benefit of \$28,000.

¹ Mission Square (the old ICMA) only manages public benefits.

² Plans that include tenure in the formula require between 6 and 8 years of service.

Based on an analysis of actual expenditures through the first quarter of this year sufficient budget in both program and administrative categories is available to fund the Study recommendations at a total of \$53,059.

During the Organizational Resources committee meeting on 10/9, the members requested that CSBD survey the other regions and private sector firms to identify other benefits, including non-monetary benefits being offered to staff in addition to health and retirement. It was recommended that this information be brought back to the committee and Board in the off-year between compensation studies. The Executive committee also agreed.

RECOMMENDATION

Approve the Compensation Study recommendations.

CSBD Current and Proposed Salary Ranges

Grade	Positions	Current Range		Proposed Range	
		Min	Max	Min	Max
3	Admin Assistant *	36,800	55,200	37,900	56,900
4	Accounts Payable Coordinator Administrative Asst./Receptionist Coordinated Services Admin Asst. Community Liaison * Purchasing Coordinator*	40,100	60,200	41,400	62,100
5	Computer Technician * Disability Program Employment Spec. Human Resources Asst. Multimedia Design & Marketing Spec.	44,100	66,200	45,500	68,300
6	Accountant 1 Assistant Program Manager Audit Compliance Coordinator Business Services Manager	48,400	75,000	50,000	77,500
7	Executive Secretary Paralegal Secretary * QA Analyst	54,200	84,000	55,900	86,600
8	Accountant 2 Program Manager Systems Analyst/ Programmer	60,700	94,100	62,700	97,200
9	Adult Programs Administrator Controller Network Administrator *	68,000	105,400	70,200	108,800
10	Senior Mgr. Career Center Services	76,200	118,100	78,600	121,800
11	Director of Strategic Innovation	85,300	132,200	88,000	136,400
12	VP, Business Relations VP, Communications VP, Human Resources VP, IT/ MIS VP, Quality Assurance	95,600	148,200	98,600	152,800
13	SVP, Operations	107,100	166,000	110,400	171,100
14	SVP, Finance	122,000	189,100	125,900	195,100
15	EVP, Operations	136,500	218,400	140,800	225,300
16	EVP, Administration *	155,500	248,800	160,500	256,800
17	General Counsel	177,300	283,700	182,900	292,600
18	President / CEO	202,200	323,500	208,500	333,600

* Represents individual positions that were either moved up one pay grade or adjusted due to market analysis.

Current and Proposed Salary Ranges

Grade	ISG Positions	Current Range		Proposed Range	
		Min	Max	Min	Max
C3	Customer Service Liaison * Resource Center Liaison	32,000	48,000	33,000	49,500
C4	Career Center Admin Asst. Operations Admin Asst. Business Services Assistant	35,200	52,800	36,200	54,300
C5	Business Services Consultant I Community Service/Contracts Developer Sr. Maintenance Technician	38,000	58,900	39,100	60,600
C6	Business Services Consultant II Success Coach* Workshop Facilitator	42,100	65,300	43,400	67,300
C7	Community Outreach Liaison HR Administrator	47,100	73,000	48,500	75,200
C8	Business Services Supervisor Program Supervisor Quality Assurance & Training Coordinator Regional Workshop & ITA Mgr.	53,300	82,600	54,800	84,900
C9	Assistant Center Mgr. Youth Programs & Services Mgr.	59,500	95,200	61,300	98,100
C10	Center Mgr.	68,500	109,600	70,500	112,800

* There are 3 CSL's and 2 Success Coaches whose salaries will be adjusted as they were below the start of the proposed range.



BROWARD EMPLOYERS

Invest in the future of our youth by becoming a host worksite for summer interns! Provide young individuals ages 16-18 with an invaluable 8-week work experience.

CareerSource Broward covers 100% of the youth's wages and insurance. Join hundreds of employers who are already committed to providing summer internship.

WHAT BUSINESSES ARE SAYING:

- *"The Summer Youth Employment Program is an amazing program. It allowed us to connect with and mentor young people, helping them to develop new skills. Thank you again for allowing us to be partners with you."*

Denise Jordan

Senior VP for Fort Lauderdale Chamber of Commerce

- *"We have been part of this program for the past four years, and the experience has been exceptional. The students are outstanding, and it's been a great opportunity to share our industry insights with them."*

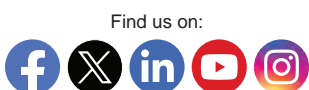
Adrian Neil

President of Credential Insurance LLC

SEVERAL WAYS TO SIGN UP:

- careersourcebroward.com/syep-emp
- Email the Summer Youth Employment Program at SYEP@CareerSourceBroward.com
- Contact Ana Bravo at (954) 202-3830 ext. 3020

Scan QR Code





Summer Youth Employment Program

Application Opens
Dec. 2, 2024 at 9 a.m.

Earn \$14 Per Hour

If You Are Ages 16 - 18 Years Old
A Broward County Resident

Don't Miss This Opportunity To Launch Your Future!
Get Paid, Gain Skills, And Build Connections!

Limited Slots, Apply Here!
www.CareerSourceBroward.com/SYEP

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- ✓ **HAIRCUTS & GROOMING SERVICE***
- ✓ **GAS CARDS OR RIDE SHARE ALLOWANCE***
- ✓ **INTERVIEW ATTIRE, TOOLS OR UNIFORMS***

- ✓ **DENTAL & OPTICAL ASSISTANCE***
- ✓ **PAID ON THE JOB TRAINING***
- ✓ **WE HELP FIND YOU A JOB**
- ✓ **SCHOLARSHIPS UP TO \$12,000 FOR TRAINING PROGRAMS***

**RESTRICTIONS MAY APPLY*

SCAN QR CODE



FUNDS ARE LIMITED, START TODAY!

careersourcebroward.com/mykids

31

Find Us On:



The initiative referenced above is paid for by 100% federal funds through grants totaling \$772,000. An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

Memorandum #02 – 24 (QA) Revised

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

From: Carol Hylton, President/CEO

Subject: CareerSource Broward (CSBD) WIOA 2025 – 2028 Local 4 Year Strategic Plan

Date: October 14, 2024

SUMMARY

Consideration to approve CSBD's 2025 – 2028 4 Year Strategic Plan as required under the Workforce Innovation and Opportunity Act (WIOA). Every 4 years, local boards, together with their chief local elected officials, are required to submit a local Strategic Plan that describes how they will deploy workforce services and invest resources in their local areas. The Plan is required to be aligned with the State's Plan and must be available for a 30-day comment period. We advertised the opportunity for public review and comment in two local newspapers and on our website. Comments received will be brought to the Board. We also held a publicly noticed meeting on 9/27 to allow community input. Approved at the 10/1 One-Stop Services and 10/14 Executive Committee meetings.

BACKGROUND

WIOA requires each LWDB, in partnership with the chief local elected officials, to develop and submit a comprehensive 4-year plan to the State. The plan follows the guidance received from FloridaCommerce and CSF. WIOA emphasizes collaboration and transparency in the development and submission of the plan, and requires that our partners and the public be given an opportunity to provide comments and input in the development of the plan. CSBD placed advertisements that ran 1) in the Sun-Sentinel on 9/23, 24, and 25 and 2) in the Westside Gazette on 9/26 to inform the public that the draft Local Workforce Plan is available for public review. The local Plan was also posted on our website on 9/27 and CSBD held a publicly noticed meeting on 9/27 to allow community input.

DISCUSSION

The Local Workforce Plan provides a complete view of the system-wide needs of the local workforce development area and addresses how we will 1) foster strategic alignment 2) improve service integration and 3) ensure that the workforce system is

industry-relevant; responding to the economic needs of our local workforce development area and matching employers with skilled workers. Our local plan explains efficiencies to 1) eliminate duplication 2) maximize financial and human resources and 3) identifies strategies for continuous improvement of the local workforce system.

Any comments received by our partners and the public during the review period will be brought to the BWDB. Once approved by the BWDB the final plan will be submitted to the State. In 2025, we will be developing a regional plan with CareerSource South Florida, which will be brought to the BWDB for approval and incorporated as part of the local plan.

An Executive Summary of the Plan is attached.

RECOMMENDATION

Approve CSBD's 2025 – 2028 4 Year Strategic Plan as required under the Workforce Innovation and Opportunity Act.

CareerSource Broward's Workforce Innovation and Opportunity Act (WIOA) 2025 – 2028 Local Workforce Plan

Executive Summary

I. Organizational Structure

The CareerSource Broward (CSBD) Council of Elected Officials was created in 1973, in accordance with an inter-local agreement (ILA) entered into pursuant to §163.01 of the Florida Statutes by the Cities of Fort Lauderdale and Hollywood and the Board of Broward County Commissioners. In accordance with Florida Statutes 163.01 the Council created CSBD to serve as their administrative entity. The ILA describes how the Council will execute their duties and responsibilities. The ILA was amended several times over the years most recently on 1/28/2016, at a publicly noticed, meeting to incorporate their WIOA responsibilities.

CSBD serves as staff to the Council and to the Broward Workforce Development Board, Inc. and also serves as the fiscal agent. There is an agreement in place between the BWDB and the CSBD Council of Elected Officials regarding the responsibilities of each of the entities and CSBD. In accordance with the requirement that firewalls are to be in place to guard against conflict of interest, the BWDB, the CSBD Council of Elected Officials and CSBD have also implemented safeguards described in this Local Workforce Plan.

Career services are delivered through a competitively procured staffing company, Integrative Staffing Group, LLC. that manages and staffs the one-stop career centers. Staff delivers WIOA Title I adult and dislocated worker services and career services under any discretionary grants received.

CSBD separately procured a One-Stop Operator (OSO) and contracts with Workforce Guidance Associates, LLC., to serve as the coordinate services among the partners.

II. Analysis of Need and Available Resources

CSBD uses multiple economic, demographic and labor market data including forecast modeling to assess and analyze demand in its local economy including emerging industry sectors, occupations and talent development needs. This includes using tools such as Lightcast and Employ Florida, and input from the members of the Education and Industry Consortium. Local area resources are identified and sourced on a continuous basis through horizontal and vertical research, partnerships, community networking and scanning.

Our strategic planning elements include on-going regional analysis of:

1. Economic conditions
2. The knowledge and skills, including credentials and licenses, needed to meet the employment needs of the employers in the local area; and,
3. The availability of education and training in Broward County. This analysis includes the strengths and weaknesses of talent development and the capacity to provide a workforce to address the education and skill needs of employers and job seekers including individuals with barriers to employment.

As of September 2024, the U.S. economy is displaying resilience, with strong growth and improving inflation conditions. The second quarter of 2024 saw GDP growth revised up to 3%, driven by robust consumer spending and business investment. Consumer spending, in particular, has been stronger than expected, helping to fuel economic activity, while inflation, as measured by the Consumer Price Index (CPI), has dropped below 3%, signaling a cooling from the highs seen in previous years. However, the labor market is showing signs of weakening. The U.S. unemployment has risen to 4.2%, the highest level in recent years, and revisions suggest fewer jobs were created in the past year than initially reported. Despite this, the Federal Reserve recently began cutting interest rates and it is expected possibly more later this year to support growth. As inflationary pressures have eased significantly, with the core Personal Consumption Expenditures (PCE) index now close to the Federal Reserve's 2% target, giving room for rate cuts, forecasts for economic growth for 2024 is expected to reach around 2.4%, but risks remain from geopolitical conflicts and potential trade issues.

As of 2024, Broward County, Florida, continues to experience a period of economic growth and resilience, supported by key sectors like trade, tourism, and logistics. The county's economy benefits significantly from Port Everglades, which plays a vital role in job creation and revenue generation. In fiscal year 2023, the port saw a 12% increase in local jobs, contributing positively to the regional economy.

Tourism remains a major economic driver, with Broward's hospitality and cruise industries anchored by the large number of tourists visiting Fort Lauderdale and the surrounding areas. Sustainable growth initiatives are also underway, focusing on diversifying the economy and boosting sectors such as technology, healthcare, and real estate. Broward's fiscal health is further supported by robust county budgets for infrastructure, public safety, and environmental sustainability projects, which continue to attract investments and improve the quality of life in the region.

The job market in Broward County has remained resilient over the past two years with unemployment hovering around 3.5%. Job postings have fallen from a peak in July 2021 but remain strong at levels prior to the COVID-19 pandemic. However, like much of Florida, Broward faces challenges related to housing affordability and inflation pressures. Despite these challenges, the outlook remains optimistic, with continued investments in infrastructure and business expansion supporting economic growth.

III. Local Workforce Development Board Strategic Vision and Goals

The Plan includes the Mission, Vision and Goals of the BWDB.

Mission:

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

Vision:

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

Goals:

1. Improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.
2. Maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.
3. Encourage employers by engaging and identifying their needs, and educating and connecting them to the workforce system to produce innovative workforce solutions.
4. Encourage job seekers to choose CSBD for comprehensive employment, education and training services, and to connect them to the workforce system using the state's job bank.
5. To align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).
6. Develop and utilize a legislative agenda to improve employment services and opportunities in Florida.
7. To anticipate legislative, environmental, and economic changes in the near and long-term future and prepare for those changes.

The CSBD governing boards meet annually to review and update their Vision, Mission and Goals. The core partners all have seats on the BWDB as required by law and also serve on Board committees. CSBD has entered in a Memoranda of Understanding with both our core and legislative partners. Because of the presence of our core partners on the BWDB and BWDB committees, they are a part of the decision-making process.

IV. Description of Strategies and Program Services

To expand our function as strategists and community conveners to hear “the voice of the customer” on the workforce needs of Broward County, we participate in community and business initiatives to harness the expertise that exists within the local workforce area. The intent of our participation in these collaborative efforts is to meet local workforce area development needs, coordinate services as well as to find solutions for special populations with barriers to employment. Recommendations from the meetings move on to our governing boards, culminating in the roadmap, which are both incorporated into this workforce services plan and also into a strategic planning matrix, as applicable to each of the board’s committees, so that the members can work on the objectives throughout the year.

In accordance with the REACH Act, we have established an Education and Industry Consortium, which meets quarterly. We consult with the consortium on issues relating to education and employer needs.

As is required by WIOA, secondary and post-secondary education is represented on the BWDB. This provides an opportunity for education to be aware of and have input into Board initiatives and activities. Education representatives are also invited to business forums so they can hear directly from the business community with respect to training needs and skills gaps. The Plan identifies the advantages of a single school district, technical college and community colleges have when working to meet employer and student needs.

The one-stop system provides access to the career services, as required by WIOA Section 134 and integrates Wagner-Peyser, Veterans, RA and RESEA, WIOA Title I, WT/TANF, SNAP Employment and Training, Vocational Rehabilitation, Adult Education and Family Literacy Act funding streams and programs.

CSBD partners with local chambers of commerce and serves on the Executive Committee of the Greater Fort Lauderdale Alliance, our local Economic Development Organization, allowing us to review various industries' hiring demands, along with the Florida Chamber Foundation's Six Pillars of Florida's Future Economy™.

Intermediaries are utilized to engage the targeted industries of Healthcare, Technology, Marine, Aviation, Hospitality/Tourism, Retail and Construction to partner with trade and professional associations expanding its service delivery to employers.

CSBD complies with the WIOA priority of service emphasis on Veterans, recipients of public assistance, low-income, and basic skills deficient job seekers, as well as individuals with one or more barriers to employment as described in WIOA §3 (24).

CSBD supports the use of Registered Apprenticeship Programs to enhance employment opportunities for job seekers. CSBD meets periodically with Atlantic Technical College to discuss additional ways we can partner to expand apprenticeship opportunities. CSBD includes all the apprenticeships in Broward County on its ITA List, which is available to job seekers. The BWDB has two representatives that provide training in the apprenticeship arena, which helps to enhance the awareness of apprenticeships and their use.

V. Description of Local One-Stop Delivery System

All required partners are co-located or connected using technology in the CSBD one-stop career centers. The partners make their core services available through the one-stop centers. All one-stop centers are American with Disabilities Act (ADA) compliant. If needed, Integrated Resource Teams (IRT) are assembled for special needs individuals. Each center has a Disability Specialist assigned to assist these customers with using the assistive technology, or to schedule an interpreter as needed. Staff is trained annually on disability etiquette and serving customers with disabilities.

VI. Coordination of Services

CSBD has developed strong relationships with partner agencies and uses a cross-referral online platform called Crosswalk, which was developed by another region, to make and receive customer referrals to and from dozens of local community based organizations. This helps us further coordinate workforce investment activities, including transportation and other supportive services, through partnerships and a focus on unduplicated service delivery.

Transportation assistance, including public transit and other supportive services, is provided based on job seekers' needs and funding availability. CSBD collaborates with Broward County's Family Success Centers for emergency services, such as utility bill payments and free bus passes. For individuals unable to use public transportation,

referrals are made to the Transportation Options Program (TOPS). Support services, including childcare, are referred to TANF and the Welfare Transition Program.

CSBD integrates services through co-locating Wagner-Peyser employment services and other partner agencies in one-stop career centers, to eliminate service duplication and improving efficiency. The centers offer universally accessible, customer-centered, and career-driven training, with services like career counseling, job search assistance, and labor market information provided by cross-trained staff. Resource rooms are available for free use of computers, phones, and copiers.

For TANF/Welfare Transition and SNAP E&T participants, CSBD provides individualized services to help reduce welfare dependency. Services include access to job readiness training, referrals to partner agencies, and support with employment-related needs, such as transportation and work attire. CSBD also uses tools like the CLIFF suite to assess training needs and forecast career paths, integrating TANF and SNAP E&T with other programs to expand available options. Additionally, CSBD works with partners such as Women in Distress to offer specialized support to victims of domestic violence. Follow-up and transitional services are provided to help participants maintain employment and reduce recidivism.

VII. Performance and Effectiveness

The Council of Elected Officials and Broward Workforce Development Board ensures the success of achieving organizational goals on an on-going and annual basis using a broad array of performance indicators. Such indicators include:

- State annual program and fiscal reviews
- Annual external audit
- Multiple yearly external fiscal monitorings
- Multiple external program monitorings each year
- Monthly quality assurance reviews
- Monthly performance reports covering all funding streams
- Monthly Financial Reports.

The BWDB and its committees also receive frequent briefings from CSBD at their meetings to increase their understanding of each workforce program and related initiatives, which increases their ability to provide oversight and develop policies.

CSBD's Finance Department creates a Monthly Financial Report for staff to track budget versus expenditures. CSBD staff reviews the reports monthly and budget corrections are made, as necessary.

CSBD's Operations Department have developed reports that measures staff performance. Staff regularly convenes to discuss the reports, and corrective actions are implemented, as needed.

VIII. Public Comment Process

In accordance with the WIOA regulations, which require local areas to establish a public comment process consistent with State direction, CSBD made the plan available to the public on its website for 30 days beginning on 9/27 with notice advising the community of the public hearing to solicit their comments on CSBD's WIOA Local Workforce Plan.

A public meeting was held on 9/27, pursuant to an advertised notice. Present at the public meeting was Quality Assurance and Executive Office staff. There were no public comments from that meeting.

Entities represented on the BWDB and its committees, along with our Education and Industry Consortium, which include economic development, public and private education, veterans' groups, community-based organizations, chambers, entities representing the disabled, to name a few provided continuous input used to inform the plan by appearing at committee and board meetings to share their thoughts and recommendations regarding the local workforce system.

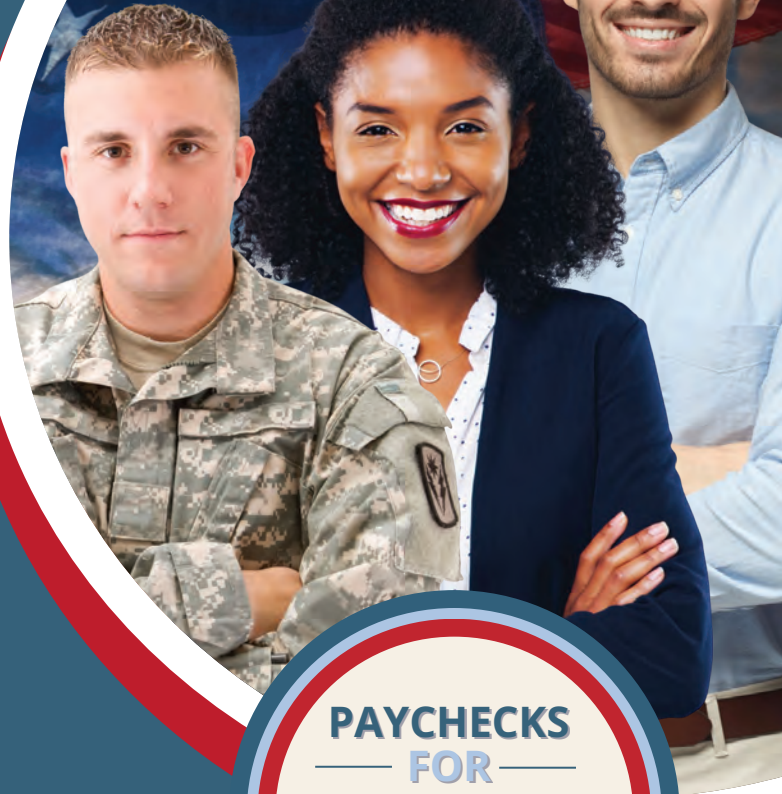
CSBD also held a strategic planning "retreat" to solicit ideas for the plan in April 2024. Questions were formulated as a guide for the BWDB members and community leaders, which centered on how to make our services more accessible to employers and job seekers, and enhance the effectiveness of CSBD.

Per FloridaCommerce instructions, the below is step by step guide of the process that will be used by the BWDB to review and approve this local plan. Specifically:

- The Plan was posted on the CSBD website on 9/27, and the BWDB and local elected officials were noticed regarding its availability so that, along with the public, they could review the plan at their convenience. CSBD also held a public meeting on 9/27 to receive public comment and input.
- The Plan will be presented to the BWDB One-Stop Services Committee at a publicly noticed meeting on 10/1.
- The Plan will be presented to the BWDB Executive Committee at a publicly noticed meeting on 10/14.
- The Plan will be presented for approval to the combined CSBD Council of Elected Officials and BWDB at a publicly noticed meeting on 10/31.

EMPLOYERS FIND YOUR
QUALITY WORKFORCE

PAYCHECKS FOR PATRIOTS JOB FAIR*



PAYCHECKS
FOR
PATRIOTS
Powered by Hope Florida



NOV. 14, 2024 • 9AM - 1PM
Tamarac Community Center
8601 W Commercial Blvd
Tamarac, FL 33351

**DON'T WAIT, RESERVE
YOUR SPACE NOW!**

CareerSource Broward would like to thank the City of Tamarac, under the guidance of the Mayor, for making the community center available for the event!



Mayor Michelle J. Gomez
City of Tamarac

Register Now: bit.ly/p4p-2024-employer

Find Us On:

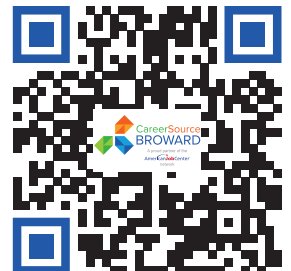


The initiative referenced by this flyer is paid for by 100% federal funds through a grant totaling \$2,128,992.

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.

Scan To Register



CAREER FAIR

NOV. 14, 2024 • 9AM - 1PM

Tamarac Community Center
8601 W Commercial Blvd
Tamarac, FL 33351



**PAYCHECKS
FOR
PATRIOTS**
Powered by Hope Florida



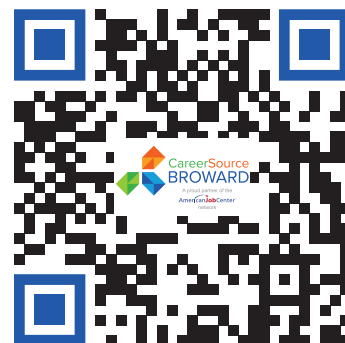
- First Hour Veterans Only**
- Hundreds Of Jobs Available**
- General Public Invited To Attend**

Pre-Register For A Full List Of Employers And Positions

Pre-Register at bit.ly/p4p-2024

Or Scan The QR Code

- ▶ Remember to:
- Pre-Register
 - Dress for Success
 - Bring Résumés



CareerSource Broward would like to thank the City of Tamarac, under the guidance of the Mayor, for making the community center available for the event!



41

Mayor Michelle J. Gomez
City of Tamarac

Find Us On:



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CareerSource
BROWARD

A proud partner of the
AmericanJobCenter
network

ANNUAL STATE OF THE WORKFORCE JOB FAIR*

Secure The Talent You Need.
Find Your Quality Workforce.



SAVE THE
DATE



Wednesday, January 29, 2025 • 10AM - 1PM
Broward County Convention Center

1950 Eisenhower Blvd, Fort Lauderdale, FL 33316

**There is a charge of \$25 for employers to cover the incidentals of the event.*

WHAT EMPLOYERS AND BUSINESSES SAID ABOUT LAST YEAR'S JOB FAIR:

- “The exposure to new employees has been unbelievable”
Greg Farley – General Manager – Fort Lauderdale Water Taxi
- “This is a ‘do-not-miss’ opportunity for employers and employees”
Dan Lindblade – President & CEO – Greater Fort Lauderdale Chamber of Commerce
- “This was by far the best event for our company to attend”
Jim Ryan – CEO, OutPLEX



SPACE IS LIMITED.
REGISTER TODAY AND
RESERVE YOUR SPOT!

bit.ly/csbdstotwe

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September 25, 2024

Subject: Letter to the Maritime Industry Leaders and Partners

Dear Maritime Industry Leaders and Partners:

I am writing to acknowledge and celebrate the tremendous contributions that the maritime industry has made to Broward County. As a key economic driver in our community, the maritime industry supports a wide range of businesses, from small enterprises to global corporations. Your commitment to innovation, sustainability, and excellence has driven job creation, enhanced trade capabilities, and generated tremendous value for local economies.

Your industry has played a pivotal role in establishing the county's position as the “*Yachting Capital of the World*,” making it a global hub for yacht enthusiasts, builders, and service providers. However, as your industry continues to grow and evolve, the need for a skilled and adaptive workforce is more important than ever as we take the next step to become the World’s Maritime Destination Hub! The demand for skilled workers—whether in logistics, engineering, or technology — continues to expand, and with it, the need for continuous workforce development. That is where **CareerSource Broward** can be a vital partner in assisting you in meeting these challenges.

CareerSource Broward offers a wide range of workforce solutions tailored to the specific needs of the maritime industry, such as:

- **Customized Recruitment and Employment Services:** We can help you connect with local talent that has the technical skills and industry knowledge required for your operations.
- **Training Programs and Upskilling Programs:** Through our partnerships with local educational institutions, we offer training programs designed to upskill your workforce in critical areas such as maritime logistics, engineering, and safety compliance.
- **On-the-Job Training and Apprenticeships:** We assist in establishing apprenticeship programs that provide hands-on experience, helping to nurture the next generation of maritime professionals.
- **Support for Small Businesses:** Small businesses, a key part of the maritime ecosystem, can benefit from our resources, including job placement, job fairs, and training incentives, to support their growth and sustainability.

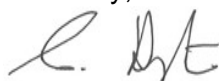
By partnering with CareerSource Broward, the maritime industry can continue to build its workforce and secure the talent pipeline necessary to drive innovation, productivity, and long-term success. Our commitment is to help you address skill gaps, offer career pathways, and develop training initiatives that align with your industry's needs.

Recently, CareerSource Broward working with Lori Wheeler, Vice President, Marine Industries Association of South Florida (MIASF) produced a video to promote the MIASF Yacht Service Technician apprenticeship program. This apprenticeship program is specifically designed to support participating employers with meeting current and future employment demands by developing service technicians and providing career pathways. To learn more about this exciting opportunity contact MIASF at (954) 524.2733 or at apprentice@miasf.org.

We encourage you to engage with CareerSource Broward and MIASF as we work together to strengthen the maritime industry in Broward County. By investing in the development of your workforce today, we can ensure a prosperous and sustainable future for the entire community.

Thank you for your unwavering dedication to the maritime industry and for your continued contributions to the economic health and vitality of Broward County.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Hylton".

Carol Hylton
President/CEO

Memorandum #01-24 (OPS)

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

From: Carol Hylton, President/CEO

Subject: WIOA Youth Performance for Program Year (PY) 23/24

Date: October 14, 2024

SUMMARY

For program year (PY) 23/24 that ended on 6/30, CareerSource Broward (CSBD), funded four (4) Out-of-School (OSY) and two (2) In-School Youth (ISY) programs. During their time enrolled in the programs the youth received case management, career pathway planning, occupational skills training and job readiness preparation. This Youth Performance report provides the Youth committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act (WIOA).

BACKGROUND

For program year (PY) 23/24 that ended on 6/30 CSBD funded four (4) OSY program contracts for the delivery of WIOA youth services. They were:

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

Each OSY program serves youth between ages 17-24 through case management; referrals to WIOA funded services, career pathway and planning, employability skills training, and paid work experience.

CSBD also funded two (2) ISY program contracts for the delivery of WIOA youth services. They were:

- SBBC; and,
- Junior Achievement of South Florida (JA)

As we reported to the committee earlier in the year, enrollment of new youth was slow initially. However, as the year progressed, and CSBD provided technical assistance the provider’s strategic recruitment plans were successful. As a result, all providers have met contract deliverables.

DISCUSSION

The charts below provide an overview of each provider's performance for the period 7/1/23 to 6/30/24.

SBBC OSY Program

SBBC CTACE OSY provides youth with assistance towards obtaining their high school credentials together with individual pathway plans and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 135 youth into the OSY GED program.	6/30/24	A total of 136 youth were enrolled. 29 youth were carried forward from PY 22/23.	
90% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/24	122 youth (90%) received an MSG.	
Of the 94 youth that must exit prior to June 30, 80 youth, which is 85%, must complete their GED and obtain a High School credential by 6/30/24.	6/30/24	86 youth (91%) obtained their GED.	Due to the floods late in the program year, youth had to be rescheduled for testing, which resulted in 34 youth being carried forward into PY 24/25.
Of the 94 youth that must exit prior to June 30, 80 youth must enter the military, post- secondary education or unsubsidized employment during the 2 nd quarter after exit.	6/30/24	103 youth exited. 88 youth have been placed and 1 exited due to a global exclusion.	

HANDY – THE LIFE PROGRAM

HANDY's The LIFE Program serves youth with barriers to employment and education through case management; referral to WIOA funded services, career pathway planning, job placement, and follow up services.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 30 OSY.	6/30/24	30 youth were enrolled. 13 youth were carried forward from PY 22/23.	
100% of youth enrolled in training must achieve a measurable skills gain (MSG).	6/30/24	1 youth was enrolled in training, and earned an MSG (100%).	Training is optional for youth enrolled in the program.
100% of youth enrolled in a GED or post-secondary training must attain their GED or post-secondary credential in the program year in which they exit.	6/30/24	The youth enrolled in training obtained their credential (100%).	
Of the 15 youth that must exit prior to 6/30/24, 13 youth must enter the military, post-secondary education or unsubsidized employment upon exit.	6/30/24	14 youth have exited, 12 youth have been placed and 2 exited due to a global exclusion.	

THE FLITE CENTER

FLITE's Let's Get to Work program serves foster care youth with on-site GED preparation, employability skills training, and WEX to ensure the successful transition into adulthood.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 36 - 45 youth into the program.	6/30/24	44 youth were enrolled. 7 youth were carried forward from PY 22/23.	
100% of youth enrolled in training must achieve a measurable skills gain.	6/30/24	N/A - No youth are enrolled in training	Training is optional for youth enrolled in the program.
100% of youth enrolled in training must obtain their GED or post-secondary credential in the year that they exit.	6/30/24	N/A - No youth are enrolled in training	
Of the 18 youth that must exit prior to 6/30/24; 15 youth or 85% must enter the military, post- secondary education or unsubsidized employment at exit.	6/30/24	30 youth have exited, 26 have been placed and 1 due to a global exclusion.	

CILB

CIL's Jobs for Youth program helps youth with disabilities achieve their career and occupational goals trough help with peer counseling, WEX, and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 - 15 youth into the program.	6/30/24	15 youth were enrolled.	
Of the 6 youth that must exit prior to 6/30/24; 5 youth or 85% of the 6 youth shall enter the military, post-secondary education, or be in unsubsidized employment upon exit.	6/30/24	8 youth have exited and 5 have been placed.	

SBBC ISY Program

SBBC ISY provides youth with assistance towards obtaining their high school credentials together with individual pathway plans and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 100 youth into the ISY program.	6/30/24	100 youth were enrolled.	
100% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/24	100 youth (100%) have received an MSG.	
Of the 100 youth that must exit prior to June 30, 90 youth, which is 90%, must obtain a High School credential by 6/30/24.	6/30/24	100 Youth obtained their High School credential.	
Of the 100 youth that must exit prior to June 30, 90 youth must enter the military, post-secondary education or unsubsidized employment during the 2 nd quarter after exit from the program.	6/30/24	99 youth have exited positively, and 1 due to a global exclusion	

JA ISY Program

JA ISY provides youth with employability skills training and assists youth with planning their individual career pathways			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll up to 35 youth into the ISY program.	6/30/24	30 youth were enrolled.	
100% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/24	30 youth (100%) have earned a MSG.	
Of the 30 youth that must exit prior to June 30 each year 27 youth, which is 90% must obtain a High School credential by 6/30/24.	6/30/24	28 youth (93%) have obtained their high school credential.	
Of the youth that must exit prior to June 30, 90% of them must enter the military, post-secondary education or unsubsidized employment during the 2 nd quarter after exit from the program.	6/30/24	28 youth have exited and all have been placed.	

RECOMMENDATION

None. For information only.

Proclamation

Requested By
Commissioner Tim Ryan
Broward County

WHEREAS, workforce development has long been recognized as a critical component of the economic health, development, growth and prosperity of our community; and

WHEREAS, since 1973 CareerSource Broward has delivered outstanding workforce development services in the County, under the guidance of the CareerSource Broward Consortium of Local Elected Officials and the Broward Workforce Development Board, Inc.; and

WHEREAS, CareerSource Broward's dedicated professionals assist hundreds of Broward County residents and businesses year after year, in prosperous times and through recessions, and even during disasters, by connecting our residents to jobs and a variety of workforce services; and

WHEREAS, CareerSource Broward's partners with local government, Chambers of Commerce, employer associations, organized labor, charities, educational institutions, and other community organizations to assure access to workforce services; and

WHEREAS, through CareerSource Broward's collaboration with educational institutions, County residents can develop new skills that increase their self-sufficiency while also meeting employers' growing demand for skilled workers; and

WHEREAS, CareerSource Broward works with employers to offer recruitments, job fairs, and subsidized work-based training activities to place and retain, which is instrumental in reducing the County's unemployment rates, compared to other areas in the state and the nation; **NOW THEREFORE**,

BE IT PROCLAIMED BY THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA:

That the Board hereby designates **September 2024**, as "**WORKFORCE DEVELOPMENT MONTH**" in Broward County, Florida and expresses appreciation for CareerSource Broward's fifty-one years of service in delivering workforce services to the businesses, employers, and residents of our community.

September 2024
Date



Nan Rich
Mayor

Overview of the CareerSource Broward Region
Not Seasonally Adjusted
October 18, 2024

- The unemployment rate in the CareerSource Broward region (Broward County) was 3.4 percent in September 2024. This rate was 0.3 percentage point greater than the region's year ago rate of 3.1 percent. The region's September 2024 unemployment rate was equal to the state rate of 3.4 percent. The labor force was 1,097,440, up 685 (+0.1 percent) over the year. There were 36,834 unemployed residents in the region.

Fort Lauderdale-Pompano Beach-Deerfield Beach Metro Division

- In September 2024, nonagricultural employment in the Fort Lauderdale-Pompano Beach-Deerfield Beach MD was 932,100, an increase of 21,100 jobs (+2.3 percent) over the year.
- The Other Services (+10.4 percent); Construction (+8.6 percent); Government (+4.3 percent); and Trade, Transportation, and Utilities (+2.3 percent) industries grew faster in the metro area than statewide over the year.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the highest annual job growth compared to all the metro areas in the state in the Trade, Transportation, and Utilities (+4,700 jobs); Government (+4,600 jobs); and Other Services (+3,700 jobs) industries.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the fastest annual job growth rate compared to all the metro areas in the state in the Other Services (+10.4 percent) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the second fastest annual job growth rate compared to all the metro areas in the state in the Construction (+8.6 percent) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the third highest annual job growth compared to all the metro areas in the state in the Construction (+4,500 jobs) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the third fastest annual job growth rate compared to all the metro areas in the state in the Government (+4.3 percent) and Trade, Transportation, and Utilities (+2.3 percent) industries.
- The industries gaining jobs over the year were Trade, Transportation, and Utilities (+4,700 jobs); Government (+4,600 jobs); Construction (+4,500 jobs); Other Services (+3,700 jobs); Education and Health Services (+3,100 jobs); Leisure and Hospitality (+1,800 jobs); and Professional and Business Services (+200 jobs).

- The industries losing jobs over the year were Manufacturing (-800 jobs); Financial Activities (-600 jobs); and Information (-100 jobs).

Unemployment Rates			
(not seasonally adjusted)	Sep-24	Aug-24	Sep-23
CareerSource Broward (Broward County)	3.4%	3.5%	3.1%
Florida	3.4%	3.7%	3.1%
United States	3.9%	4.4%	3.6%

Nonagricultural Employment by Industry (not seasonally adjusted)	Ft. Lauderdale-Pompano Beach-Deerfield Beach Metropolitan Division				Florida				Annualized Avg. Wages Broward County, Q1 2024
	Sep-24	Sep-23	change	percent change	Sep-24	Sep-23	change	percent change	
Total Employment	932,100	911,000	21,100	2.3	9,953,700	9,745,700	208,000	2.1	\$72,245.36
Mining and Logging	#N/A	#N/A	#N/A	#N/A	6,000	5,800	200	3.4	\$85,664.29
Construction	57,100	52,600	4,500	8.6	669,600	632,900	36,700	5.8	\$75,962.84
Manufacturing	29,800	30,600	-800	-2.6	420,700	422,800	-2,100	-0.5	\$74,574.55
Trade, Transportation, and Utilities	210,700	206,000	4,700	2.3	1,997,000	1,956,800	40,200	2.1	\$68,819.93
Wholesale Trade	57,200	54,300	2,900	5.3	405,000	392,200	12,800	3.3	\$104,888.89
Retail Trade	108,300	108,600	-300	-0.3	1,153,800	1,138,800	15,000	1.3	\$47,475.27
Transportation, Warehousing, and Utilities	45,200	43,100	2,100	4.9	438,200	425,800	12,400	2.9	\$81,936.61
Information	20,100	20,200	-100	-0.5	158,100	157,000	1,100	0.7	\$139,956.18
Financial Activities	72,300	72,900	-600	-0.8	683,400	683,100	300	0.0	\$145,593.39
Professional and Business Services	171,100	170,900	200	0.1	1,630,300	1,616,900	13,400	0.8	\$90,435.19
Education and Health Services	122,900	119,800	3,100	2.6	1,529,100	1,484,400	44,700	3.0	\$66,598.34
Leisure and Hospitality	97,100	95,300	1,800	1.9	1,302,900	1,275,500	27,400	2.1	\$38,476.88
Other Services	39,300	35,600	3,700	10.4	381,500	365,700	15,800	4.3	\$50,530.21
Government	111,600	107,000	4,600	4.3	1,175,100	1,144,800	30,300	2.6	\$85,013.22

Population	2023	2022	change	percent change
CareerSource Broward (Broward County)	1,962,531	1,946,889	15,642	0.8
Florida	22,610,726	22,245,521	365,205	1.6

Average Annual Wage	2023	2022	change	percent change
CareerSource Broward (Broward County)	\$69,252	\$66,754	\$2,499	3.7
Florida	\$66,444	\$63,781	\$2,663	4.2