

# AGENDA

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

**Meeting  
#267**

**Join Zoom Meeting Details:**

**Meeting ID:**  
898 4742 7085

**Passcode:**  
912570

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

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

**THURSDAY  
December 11, 2025  
12:00 P.M.**

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

## 2025 MEETING SCHEDULE

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

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

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

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

Month	Day
February	2/10
April	4/15
May	5/12
June	6/9
August	8/11
October	10/13
December	12/1

### Board Meetings

Month	Day
February	2/27
April	4/24 Board & Planning Session
May	5/22
June	6/26
August	8/28
October	10/23
December	12/11

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## **A G E N D A**

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

**Partnership Meeting #267  
Thursday, December 11, 2025  
CareerSource Broward Boardroom  
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

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

<https://us02web.zoom.us/j/89847427085?pwd=nBXyALYG32tEiUuN9fmaFCsfFyva8o.1>

### **PROTOCOL FOR TELEPHONE/ZOOM MEETING**

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

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

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**PLEDGE OF ALLEGIANCE**

**IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS**

**PRESENTATION**

Presentation of a plaque to Sandy Michael-McDonald.

**MISSION MOMENT**

**APPROVAL OF MINUTES**

Approval of the 10/23 BWDB meeting minutes.

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

**Pages 12 – 20**

**CONSENT AGENDA**

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

**ACCEPTANCE OF CONSENT AGENDA**

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval

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### 1. Monthly Performance Report

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	Performance Report for September

**Pages 21 – 32**

### 2. Letters of Support

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	None

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

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

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	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.*

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## **NEW BUSINESS**

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

Officers for the CSBD Council of Elected Officials must be selected for the 2026 calendar year. There are no legal or By-Law requirements for the selection of officers. Current CSBD Council officers are Mayor Dean Trantalis, Chair; Commissioner Beam Furr, Vice-Chair; and Mayor Josh Levy, Chair Pro Tem. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

**RECOMM  
ACTION  
EXHIBIT**

Selection of Chair, Vice-Chair, and Chair Pro Tem by CSBD Council  
**CSBD Council Selects its Officers**  
None

### **2. Membership Renewals**

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

**RECOMM  
ACTION  
EXHIBIT**

BWDB to Recommend Approval  
**Motion for Approval by CSBD Council of Elected Officials**  
Memo #03 – 25 (Exec)

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

Consideration to nominate 1) Nelson Fernandez, Owner, ANF Group, from the Construction industry and 2) Matt Rocco, President, South Florida Manufacturing Association to fill 2 private sector slots on the Board. As is our custom, the President/CEO solicits input from Board members to fill vacancies. CSBD Council of Elected Officials appoints Board members following a recommendation from the Board. Approved at the 11/17 Organizational Resources and 12/1 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

**RECOMM  
ACTION  
EXHIBITS**

Board to Recommend Approval  
**Motion for Approval by CSBD Council of Elected Officials**  
Memo #04 – 25 (Exec)  
LinkedIn Profiles

**Pages 36 – 44**

### 4. Food and Beverage Purchases

Consideration to approve up to \$27,000 from the General Fund for food and beverage expenses for 2026. This is the same amount set aside last year. We use these funds for 1) Board and committee meetings 2) staff planning sessions and day-long staff training 3) employer forums 4) networking events such as chamber of commerce/industry association meetings 5) community meetings attended by the President/CEO, Executive Vice Presidents, and management and 6) staff appreciation up to 3 times per year. Funds not expended remain in the General Fund. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

**RECOMM  
ACTION  
EXHIBIT**

Approval  
**Motion for Approval by CSBD Council of Elected Officials**  
None

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

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

**RECOMM  
ACTION  
EXHIBITS**

Approval  
**2/3 Vote for Approval**  
Memo #07 – 25 (OPS)  
ITA Course Summary Spreadsheet

**Pages 45 – 47**

## 6. CSBD Holiday Schedule

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

**RECOMM  
ACTION  
EXHIBIT**

Approval  
Motion for Approval  
Memo #02 – 25 (HR)

**Page 48**



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

Consideration to amend the Board By-Laws to add the underscored language to Article V, Meeting Procedures, Voting Rights, Section 1 "Meetings as follows: Regular meetings of the Board shall generally be held on the 4th Thursday of each month at the CSBD main office located at 2890 W. Cypress Creek Road, in accordance with a calendar published with the BWDB/CSBD Council of Local Elected Officials' Agenda and approved at the annual meeting each year." This change is a recommendation made by the state during a monitoring visit. Approved at the 11/17 Organizational Resources and 12/1 Executive Committee meetings. (*This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.*)

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

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

Consideration to approve the 2026 meeting schedule for the Board and Executive Committee meetings. Meetings are in person. On occasion, if necessary, a Board member can attend via Zoom. Approved at the 12/1 Executive Committee meeting. (*This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.*)

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	Board and Executive Meeting Schedules

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

Consideration to approve a severance policy for CSBD and One-Stop Center staff, many of whom have devoted years of service to the CSBD mission. Given the uncertainty in the funding of social service and education grants at the federal level, the policy would be for the purpose of addressing events such as the elimination of a major funding stream (e.g., WIOA or WTP). Severance is an allowable cost under the grant rules, 2CFR 200.431, as long as it is in accordance with an organization's official policies and is also allowable under the Florida Statutes. Approved at the 11/17 Organizational Resources and 12/1 Executive Committee meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

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

**Pages 50 – 51**

## 10. 2026 Stop-Loss Coverage

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

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

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## **REPORTS**

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

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	None

### **2. The Source Podcast**

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	<a href="#"><u>The Source Podcast Episode 5</u></a>

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

Broward Health representatives discussed talent shortages in the healthcare industry and highlighted how in-house training, apprenticeships, and CSBD programs such as OJT and incumbent worker training help strengthen pipelines. Members also viewed the new IT Career Pathways video and received updates on the Targeted Occupations List, CSBD's AI initiatives, employer forums, and recent workforce events.

<b>ACTION</b>	None
<b>EXHIBIT</b>	Quarterly Report

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

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	None

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

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	None

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

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

<b>ACTION</b>	None
<b>EXHIBIT</b>	None

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

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

**MATTERS FROM THE BOARD**

**MATTERS FROM THE FLOOR**

**MATTERS FROM THE PRESIDENT/CEO**

**ADJOURNMENT**

<p><b><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS TBD.</i></b></p>
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**CAREER SOURCE BROWARD COUNCIL OF ELECTED OFFICIALS**

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

**Commissioner Beam Furr**  
*Broward County*  
**Vice Chair**

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

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

**Jim Ryan, Chair**

**Kevin Kornahrens**  
*Vice Chair*

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

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

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

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

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

**Heiko Dobrikow**  
(Immediate Past Chair)

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

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

**Dawn Liberta**  
*Chair Youth Committee*

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

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

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

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

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

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

**PUBLIC COMMENTS**

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

## **Broward Workforce Development Board Committee Membership – 2025**

### **EXECUTIVE COMMITTEE**

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

**Jim Ryan, Board Chair**

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

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

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

**Kevin Kornahrens, Chair**

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

### **STRATEGIC PLANNING COMMITTEE**

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

**Frank Horkey, Chair**

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

### **ONE STOP SERVICES COMMITTEE**

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

**Richard Shawbell, Chair**

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

### **EMPLOYER SERVICES COMMITTEE**

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

**Francois Leconte, Chair**

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

### **AUDIT COMMITTEE**

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

**Zac Cassidy, Chair**

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

### **YOUTH COMMITTEE**

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

**Dawn Liberta, Chair**

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

# Agenda Backup

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

**Meeting  
#267**

**Join Zoom Meeting Details:**

**Meeting ID:**  
898 4742 7085

**Passcode:**  
912570

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

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

**THURSDAY  
December 11, 2025  
12:00 P.M.**

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



## **WHAT IS WIOA? (Federal)**

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

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

**Barriers to employment** for adults are:

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

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

## **WHAT IS FLORIDA WIA 2000? (State)**

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

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

### **Requires Work**

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

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

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

### **Requires Child Support**

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

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

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

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

### **Education and Training Requirements**

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

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## **MEETING MINUTES**

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

**Partnership Meeting #266  
Thursday, October 23, 2025  
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**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 Beam Furr, Mayor Josh Levy, Vanessa Cantave, Zac Cassidy, Heiko Dobrikow, Paul Farren, Michael Goldstein, Frank Horkey, Rufus James, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Richard Shawbell, Tara Williams and Jim Ryan, who chaired the meeting.

Guests: Eyal Cohen, Marvin Dejean, Denise St Patrick-Bell, Clay Miller, Tameka Thomas.

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

### **BOARD MEMBER TRIBUTE**

A moment of silence was observed for the passing of Marjorie Walters. After viewing a video in remembrance, Carol Hylton added a tribute to Marjorie Walters, who served on the Board for 26 years, beginning as a participant representative and remaining an active and devoted member throughout her tenure. She described Ms. Walters as one of CSBD's most loyal supporters and a kind, encouraging presence at every meeting.

Board Chair Jim Ryan expressed the Board's condolences, stating that Ms. Walters' many years of dedicated service were deeply appreciated and will be remembered with gratitude.

### **MISSION MOMENT**

Jim Ryan introduced CSBD's own Felipe Gonzalez, a Disabled Veterans Outreach Program professional, who received the Rookie of the Year Award from Florida Commerce during the annual State Veterans Conference in September.

Mr. Gonzalez thanked CSBD leadership for the opportunity to serve and shared that his own experience transitioning from military service to civilian life inspired his dedication to helping veterans. He noted that his team has helped place veterans in high-quality careers, with some earning up to \$200,000 annually. Mr. Gonzalez expressed appreciation to the Board for their support of CSBD's veteran employment efforts.

Mr. Ryan thanked Mr. Gonzalez for his military service and for his contributions to the agency.

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Mr. Ryan then recognized Kasia Kossak, Adult Programs Administrator. Ms. Kossak expressed her gratitude, highlighting CSBD's accomplishments, and acknowledged the collaborative staff spirit, our leadership, and the Board that drives our success.

## **PRESENTATION**

Gilead Sanders presented an overview of the AI Playbook. Mr. Dejean stated that the initiative is unique nationally and outlined Phase I activities, including a survey circulated to Broward employers and a series of employer roundtables scheduled to begin on 10/30.

Mr. Dejean noted the survey was distributed through CSBD's employer mailing list and that a statistically valid sample of roughly 265 responses, reflecting a plus-or-minus 6% margin of error, is the target. He confirmed the primary audience is small and medium employers, which are generally up to 500 employees, and that promotion has included local chambers and the Alliance.

Mr. Dejean outlined a draft structure for the playbook: "Know AI," "Use AI," "Build with AI," and "Lead with AI." He said the bulk of the content will be hosted online for continual updates, with selected printed reference sections. He added that best-practice research, including interactive elements such as videos, white papers and workbooks are being developed.

Heiko Dobrikow inquired about how the playbook would remain current and suggested that it include a defined "human-in-the-loop" review process to ensure quality as AI technology evolves. Mr. Dejean agreed and said parameters can be set for automated updates. Michael Goldstein concurred, emphasizing the importance of maintaining a "human factor" in AI oversight, as the industry moves toward AI agents. Paul Farren asked about the energy demands of AI, and Mr. Dejean explained that major technology providers are addressing infrastructure and resource demands.

Mayor Josh Levy proposed exploring a CSBD mobile app to deliver updates and push notifications for the playbook, scorecard, and related tools. Mr. Dejean said AI-assisted app development could expedite such an effort.

Frank Horkey suggested that CSBD consider structuring continued support similarly to what was done for the labor market dashboard by maintaining updates through a contractual arrangement. Carol Hylton indicated that CSBD will evaluate options for ongoing maintenance.

Ms. Hylton and Board members thanked the presenters and expressed support for the project's employer-driven approach and accessible, interactive design.

## **APPROVAL OF MINUTES**

Approval of the BWDB minutes of the 08/28 (#265) meeting.

**On a motion made by Frank Horkey and seconded by Heiko Dobrikow, the BWDB/CSBD Council of Elected Officials unanimously approved the minutes of the 8/28 (#265) meeting.**

## **CONSENT AGENDA**

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

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## **ACCEPTANCE OF CONSENT AGENDA**

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

The current performance for the month of August was provided. The data reflects that within the Big 6 Regions, CSBD is in a 3-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st in WTP All Family Participation and 2-Parent Family Participation Rate, and ranks 2nd in Vets EER.

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

Letters of support for grant applications were written for 1) HOPE South Florida for Broward County's Safe Parking program 2) HOMES, Inc. to provide services for former homeless youth and families 3) House of Hope for their Bridge to Independence Program and Quick Response Training Grants for 4) Pixels on Target, LLC 5) Kelley Kronenberg, P.A. and 6) Keith and Associates, Inc.

**On a motion made by Francois Leconte and seconded by Mayor Josh Levy, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 10/23.**

## **REGULAR AGENDA**

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

## **NEW BUSINESS**

### **1. Accept SYEP Funds From The Children's Services Council**

Considered acceptance of \$4,293,149 from the Children's Services Council to serve 913 youth ages 16-18 years old and economically disadvantaged. 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 12/1. Approved at the 10/13 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders).*

Dawn Liberta reviewed the item and noted that the 2026 SYEP will again provide meaningful work experience for youth across Broward County.

**On a motion made by Dawn Liberta and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved accepting \$4,293,149 from the Children's Services Council for the 2026 SYEP.**

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## **2. Accept SYEP Funds From Broward County**

Considered acceptance of \$700,000 from Broward County to serve 150 youth. Broward County funds will be targeted for youth 16-18 years old 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, there is no conflict of interest. Each youth will receive three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 10/13 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders)).*

Dawn Liberta reviewed the recommendation and remarked on the positive impact of SYEP. Frank Horkey noted that the program has grown substantially in recent years, now serving twice as many youth through increased funding support.

**On a motion made by Dawn Liberta and seconded by Frank Horkey, the BWDB/CSBD Council of Elected Officials unanimously approved accepting \$700,000 from Broward County for the 2026 SYEP.**

## **3. Accept Sectors of Strategic Focus Funds**

Considered acceptance of \$265,000 in Sectors of Strategic Focus funds from Florida Commerce. The grant period is through 6/30. These funds will be used to support occupational skills and work-based training, focusing on 1) customers in the healthcare sector 2) HOPE customers and 3) veterans. Approved at the 9/30 One-Stop Services and 10/13 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders)).*

Rick Shawbell reviewed the item and emphasized the importance of work-based training.

**On a motion made by Rick Shawbell and seconded by Heiko Dobrikow, the BWDB/CSBD Council of Elected Officials unanimously approved accepting \$265,000 in Sectors of Strategic Focus funds from Florida Commerce.**

## **4. Accept Florida Network Navigator Funds**

Considered acceptance of \$208,571 in Florida Network Navigator funds from Florida Commerce. The grant period is through 6/30. These funds provide support for dedicated navigator staff for the 1) Apprenticeship 2) Hope Florida and 3) Military Family programs. These navigators will engage with educational institutions, employers, and community organizations to strengthen awareness and utilization of available workforce services. The Military Family program provides employment services and case management to spouses and dependents of active-duty military personnel. Approved at the 9/30 One-Stop Services and 10/13 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders)).*

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Rick Shawbell reviewed the recommendation. Mayor Josh Levy acknowledged Tameka Thomas, who was in attendance, and expressed appreciation to Florida Commerce for the funding.

**On a motion made by Rick Shawbell and seconded by Mayor Josh Levy, the BWDB/CSBD Council of Elected Officials unanimously approved accepting \$208,571.43 in Florida Network Navigator funds from Florida Commerce.**

## **5. President/CEO Evaluation**

In accordance with governing boards' policy, the Executive Committee evaluated the President/CEO using the Evaluation Form developed by the Organizational Resources Committee and distributed by the Legal Department in September, accompanied by the Board's strategic highlights video and a summary of many of the year's accomplishments. All the members responded, resulting in a consolidated score of 4.01, over the 4.0 cap. The Executive Committee reviewed the 1) member comments 2) salaries and retirement benefits of similarly situated CEO's 3) the Committee matrices with the Board's goals and objectives listing the attainments over the course of the year 4) the State Performance Report for the past year, showcasing CSBD as the only board that exceeded every federal performance measure 5) the new State letter grade rating of CSBD as an "A+" Board and 6) an excerpt from our Audit which had no findings. Following a discussion praising the leadership skills of Ms. Hylton, the Executive Committee is recommending a 4% merit increase and an additional \$7,851 annual contribution to the President's retirement. Approved at the 10/13 Executive Committee meeting. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

Carol Hylton excused herself from the room.

Jim Ryan asked Rochelle Daniels, General Counsel, to present the item. Ms. Daniels reviewed the evaluation process and highlighted several of this year's accomplishments under the direction of Ms. Hylton. Among the most noteworthy, Ms. Daniels stated that CSBD is the only board in Florida to have exceeded every federal performance measure, received an A+ state letter grade, and had a clean audit with no findings. The consolidated score was 4.01, above the 4.0 cap. The Executive Committee recommended a 4% merit increase and raising the annual retirement contribution by \$7,851 to \$30,000.

Mr. Ryan praised Ms. Hylton's leadership and stated that CSBD has advanced more rapidly under her direction than is typically seen in comparable organizations. Mayor Josh Levy concurred, describing Ms. Hylton's performance as exceptional and the organization's progress as exceeding measurable benchmarks.

**On a motion made by Mayor Josh Levy and seconded by Mayor Beam Furr, the BWDB/CSBD Council of Elected Officials unanimously approved a 4% annual salary increase and an increase to her annual retirement contribution in the amount of \$7,851 for a total of \$30,000 for Ms. Hylton.**

Ms. Hylton returned to the room. Mayor Beam Furr expressed his confidence in her leadership and the CSBD staff, noting that CSBD's work has made a significant difference countywide and that the Executive Committee's recommendations were well deserved. Mr. Ryan and Mayor Levy reiterated their appreciation, highlighting Ms. Hylton's inclusive and results-driven leadership and the organization's continued improvement and recognition at the state level.

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Ms. Hylton thanked the Board and said the accomplishments reflect the collective effort of CSBD's dedicated team and partners, adding that "we have a village" working together to prepare Broward County residents for success.

**6. CareerSource Broward To Serve As Quick Response Training Grants Fiscal Agent**

Considered approval of 1) CareerSource Broward as the local fiscal agent for the Quick Response Training (QRT) program and 2) to add QRT to the employer services offered by CSBD. The program provides training grants to new and expanding businesses for new hires. CareerSource Florida is asking local boards to serve as the fiscal agent for the QRT grants. As a fiscal agent, we assist employers with the application process and approve the grant distributions once training is completed, and we will receive a payment of 5% of each grant awarded. Approved at the 10/7 Employer Services and 10/13 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.)*

Francois Leconte reported the results of the employer survey and emphasized the increase in employer awareness.

**On a motion made by Francois Leconte and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved 1) CSBD as the local fiscal agent for the QRT program and 2) adding QRT to the employer services offered by CSBD.**

**7. New Training Providers – Coding Clarified and Broward-Miami Health Institute**

Consideration to approve adding 1) Coding Clarified as an eligible training provider and their Professional Medical Coding program to the WIOA Individual Training Account (ITA) list and 2) Broward-Miami Health Institute and their Practical Nursing, Medical Assistant, Patient Care Technician, Medical Billing and Coding, and Home Health Aide (WTP only) programs to the ITA list. Approved at the 9/30 One-Stop Services and 10/13 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).)*

Rick Shawbell reviewed the recommendation to add two new providers and several healthcare-related programs to the eligible training list. Jim Ryan noted the continued demand for nurses and other healthcare professionals in the local workforce.

**On a motion made by Rick Shawbell and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved 1) Coding Clarified as an eligible training provider and adding their Professional Medical Coding program to the WIOA Individual Training Account (ITA) list and 2) Broward-Miami Health Institute as an eligible training provider and adding their Practical Nursing, Medical Assistant, Patient Care Technician, Medical Billing and Coding, and Home Health Aide (WTP only) programs to the ITA list.**

**REPORTS**

**1. 2025 Employer Awareness and Satisfaction Survey Results**

Every two years, CSBD surveys local employers to measure their awareness and satisfaction with our services. The 2025 results show a 17% increase in employer awareness from the 2023 survey, with many citing chamber partnerships, social media, and word-of-mouth as the primary

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vehicles of introduction. A majority of employers expressed 1) a preference for smaller, industry-focused job fairs and 2) an interest in guidance and support related to AI-driven workplace transformation. CSBD has incorporated their input into the deliverables for the AI Playbook.

Francois Leconte reported the results of the biennial employer survey, noting significant gains in employer awareness and satisfaction

## **2. The State of the Workforce (SOTW) Event**

The SOTW employers and job seekers' feedback regarding the execution and deployment of the event earlier this year was stellar. A significant number of employers and job seekers commented on the parking and the traffic entering and exiting the event, indicating it took 2 hours to enter/exit the parking lot. Some of the difficulties can be attributed to the ongoing construction; however, the new Omni Hotel opening, which is adjacent to the Convention Center and the start of the cruise season in late fall, will continue to generate traffic and make parking a challenge. After conferring with the Greater Fort Lauderdale and Hollywood Chambers and speaking to members of our Executive Committee, it was determined that to be responsive to the voice of our customers, we should pivot to smaller, targeted job fairs.

Francois Leconte discussed the feedback from the State of the Workforce job fair. Carol Hylton reported that, based on feedback from employers and job seekers, CSBD will pivot from a single large-scale event to smaller, targeted job fairs. She noted that this approach will improve accessibility for job seekers and help manage traffic flow more effectively.

Jim Ryan thanked Heiko Dobrikow for his leadership in organizing the 2024 State of the Workforce event, noting that it significantly raised CSBD's visibility in the community.

## **3. 2025 Paychecks for Patriots Job Fair**

CSBD will host its annual Paychecks for Patriots (P4P) Veterans Hiring Fair on 11/7 at the Tamarac Community Center. The first hour of the event will be reserved for veterans and family members of veterans. CSBD is partnering with Broward County to provide courtesy transportation from our One-Stop Centers, and the City of Tamarac will provide expanded off-site parking and shuttle service to accommodate attendees.

Jim Ryan discussed the upcoming Paychecks for Patriots Veterans Hiring Fair and encouraged members to attend.

## **4. Education and Industry Consortium (EIC) 2025 Second Quarter Report**

The EIC held its second quarter meeting on 5/28. Chris Albert, Fortress Marine Anchors, Eddie Popelca, Trividia Health, and Mari Grande, Randstad, participated in a panel discussion on the current state of the manufacturing industry, emerging trends, and recruitment. They emphasized the challenges in sourcing local talent and the services provided by CSBD to offset training costs, such as On-the-Job Training, Incumbent Worker Training, and the AI Grant, to integrate AI in talent development and employee retention.

Ron Moffett reviewed the report and commended Chair Matt Rocco's leadership, noting that the consortium is functioning effectively and providing valuable input on workforce priorities such as manufacturing and targeted occupations.



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## **5. National Workforce Development Month**

Chair Jim Ryan, CEO Carol Hylton, and staff attended the Annual State Workforce Summit, where two of our own were honored. County Administrator Monica Cepero received the Workforce Partner of the Year award, and Kasia Kossak, received the Florida Lighthouse Award in recognition of her service as a beacon for servant leadership. On 9/16, the Broward County Board of County Commissioners acknowledged CSBD and Workforce Development Month with a proclamation.

Carol Hylton also shared highlights of CSBD's staff training day, thanking Chair Jim Ryan for opening the even.

## **6. Board Member Recognition**

Sandy-Michael McDonald has resigned from the Board due to his promotion to Assistant County Administrator. Jim Ryan congratulated Sandy-Michael McDonald on his promotion and acknowledged his valuable partnership and contributions to the Board..

## **7. Board Members Honored**

The Greater Fort Lauderdale Chamber of Commerce will present members Heiko Dobrikow of The Las Olas Company with the Multi-Generational Legacy Award and Michael Goldstein of LAN Infotech with the Champion of the Year Award on 11/20. Congratulations, Heiko and Michael!

Jim Ryan invited members to join him in congratulating Heiko Dobrikow and Michael Goldstein.

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

Due to the Federal government shutdown, the unemployment report is unavailable.

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

Mayor Josh Levy expressed appreciation to CSBD staff and partners as the holiday season approaches, highlighting the importance of the work we do in helping individuals secure employment, which can be life-changing and provides opportunities for success and upward mobility for families.

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

Jim Ryan recognized Carol Hylton for her outstanding commitment and leadership, calling her a model of servant leadership.

He also reminded members of the annual Toys for Tots drive and encouraged everyone to bring a donation to the 12/11 Board meeting.

### **MATTERS FROM THE BOARD**

Frank Horkey commended the organization for fully embracing our role as a convener, bringing together stakeholders across the county around initiatives such as AI and workforce training. He said the organization is meeting the spirit of the law and remarked that CSBD is among the top workforce boards in the country, praising Ms. Hylton's leadership.

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Dawn Liberta invited members to support Healthy Mothers Healthy Babies, by attending the upcoming fundraiser on 11/29 at Livia Grill.

Paul Farren inquired about the potential impacts of the federal government shutdown and the termination of the SNAP program. Carol Hylton explained that CSBD is forward-funded and that most programs remain intact, noting SNAP is one of the smallest programs. She said staff could be reassigned as needed, though broader community impacts remain to be seen.

Heiko Dobrikow commended the Education and Industry Consortium's strong progress.

## **MATTERS FROM THE FLOOR**

None.

## **MATTERS FROM THE PRESIDENT/CEO**

Ms. Hylton reported that CSBD received state approval to consolidate its operations from four buildings to two, effective 1/1/26. She said staff are coordinating with the state to ensure a seamless transition.

She announced that Ron Moffett, Executive Vice President of Administration, intends to retire at the end of December after 16 years of service to CSBD and a career dedicated to public service. Ms. Hylton commended his leadership and support. She outlined plans for a smooth transition, noting that Mark Klineciewicz will be promoted to Executive Vice President of Administration, Kim Bryant will become Executive Vice President of Operations, Maurice Gardner will step into the Senior Vice President of Operations role, and Lucrechia Childs will assume oversight of One-Stop Center operations.

Mr. Moffett reflected on his career, expressing gratitude to Ms. Hylton, General Counsel Rochelle Daniels, and the CSBD team, describing his time with the organization as a blessing and privilege.

Jim Ryan thanked Mr. Moffett on behalf of the Board for his many years of service, commending his professionalism. He wished Mr. Moffett well in his retirement and thanked him for his lasting contributions to the organization.

Before closing, Mr. Ryan extended warm Thanksgiving wishes to all members and staff, expressing appreciation for their continued partnership and support.

**ADJOURNMENT 1:35 p.m.**

<p><b><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS DECEMBER 11, 2025.</i></b></p>
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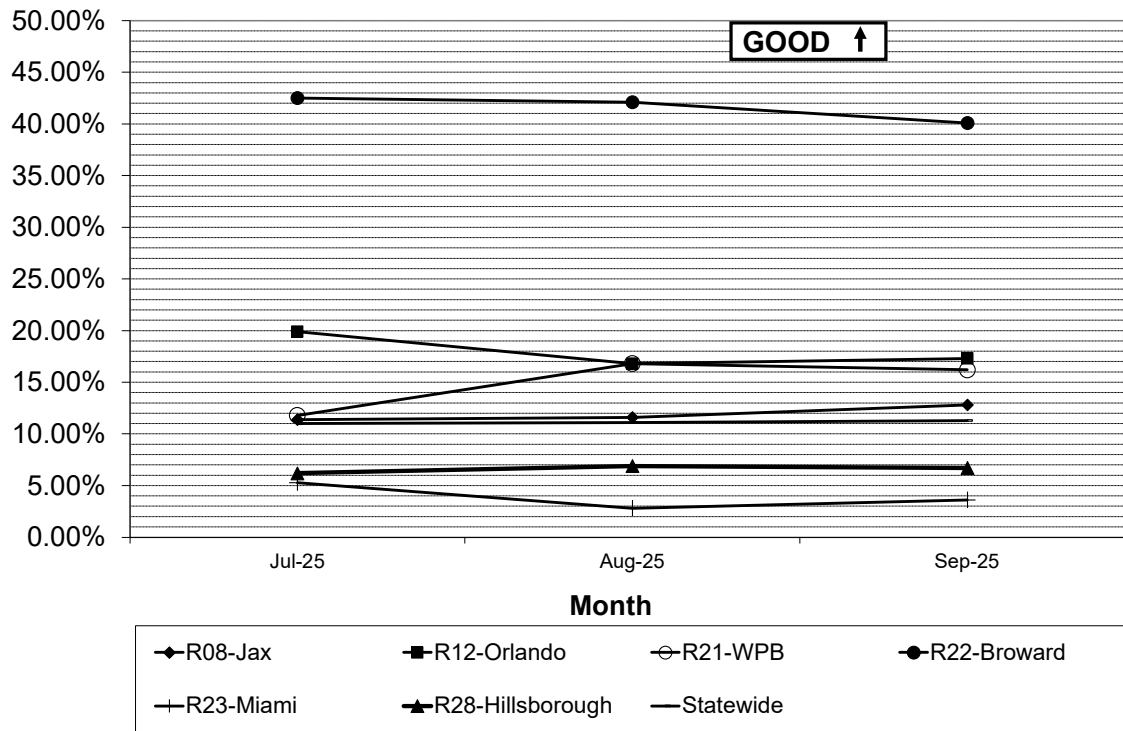
# **Performance Report**

**Performance Report July to September 2025**

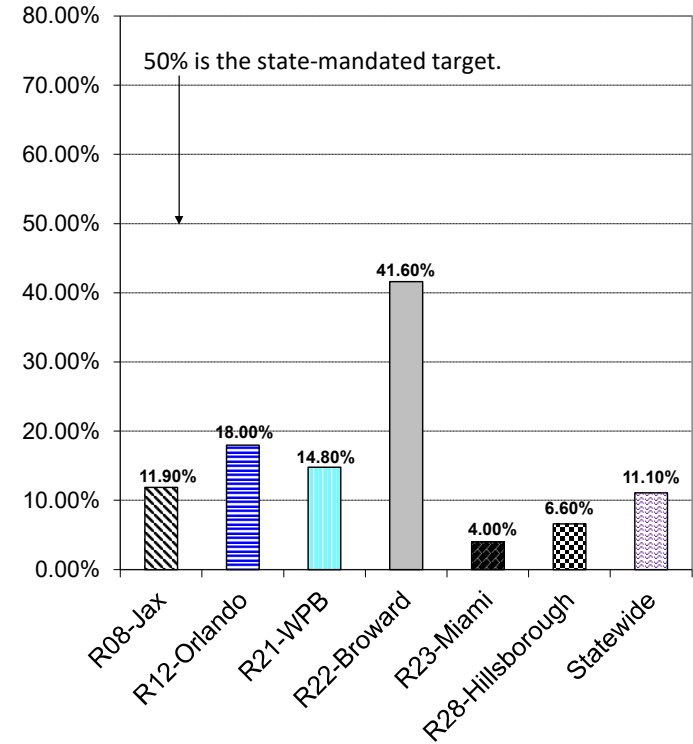
Entered Employment Rate for the Month September 2025 across all Big Six Regions								
	WTP		Wagner-Peyser		Veterans		WIOA Adult/DW	
Region 8 - Jacksonville	26.40%	↑	32.10%	↑	12.90%	↓	100.00%	↑
Region 12 - Orlando	35.20%	↑	33.20%	↑	44.40%	↑	63.60%	↓
Region 21 - WPB	20.50%	↓	24.90%	↑	40.00%	↑	100.00%	↑
Region 22 - Broward	33.00%	↑	34.60%	↑	44.40%	↑	100.00%	—
Region 23 - Miami	27.90%	↓	46.70%	↑	33.30%	↓	100.00%	—
Region 28 - Hillsborough Pinellas	24.70%	↑	39.40%	↑	43.60%	↑	100.00%	—
Statewide	26.80%	↑	38.50%	↑	41.00%	↑	93.00%	↑
Note: Arrows indicate direction of change since previous month's figures. Flat line indicates no change.								
<b>Legend / Abbreviation Key</b>		<b>WTP</b>	<b>Welfare-Transition Program</b>			<b>DW</b>	<b>Dislocated Worker</b>	
		<b>WIOA</b>	<b>Workforce Innovation and Opportunity Act</b>					

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

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

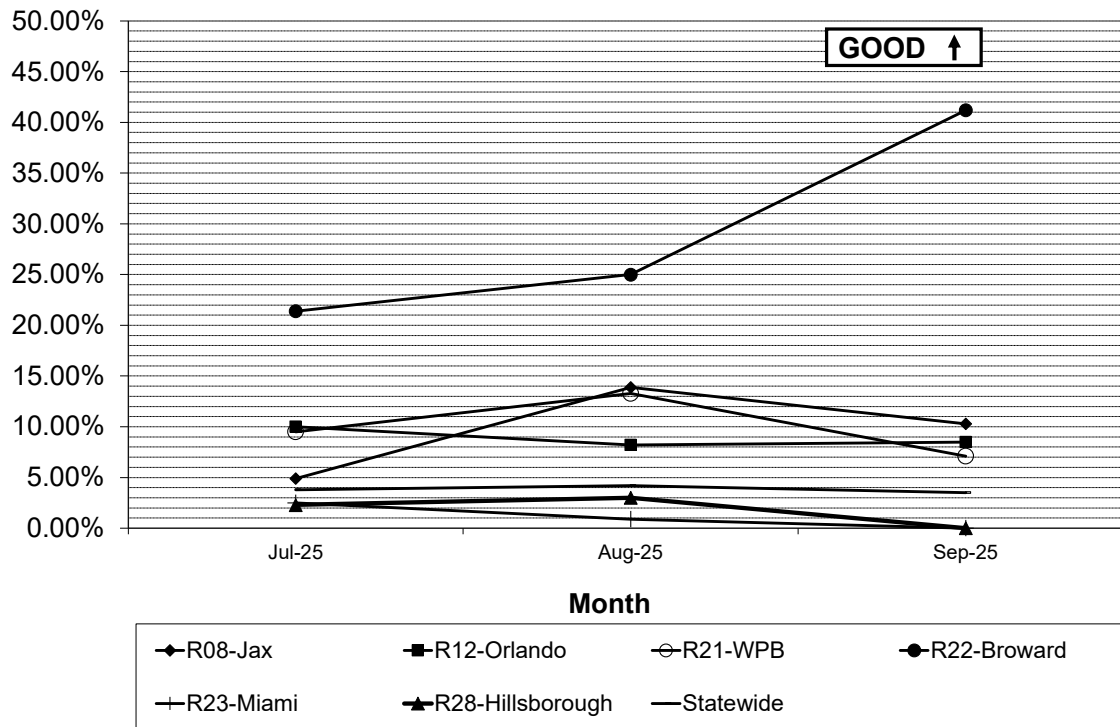


**Program Year-to-Date (YTD)  
Participation Rate as of September 2025**

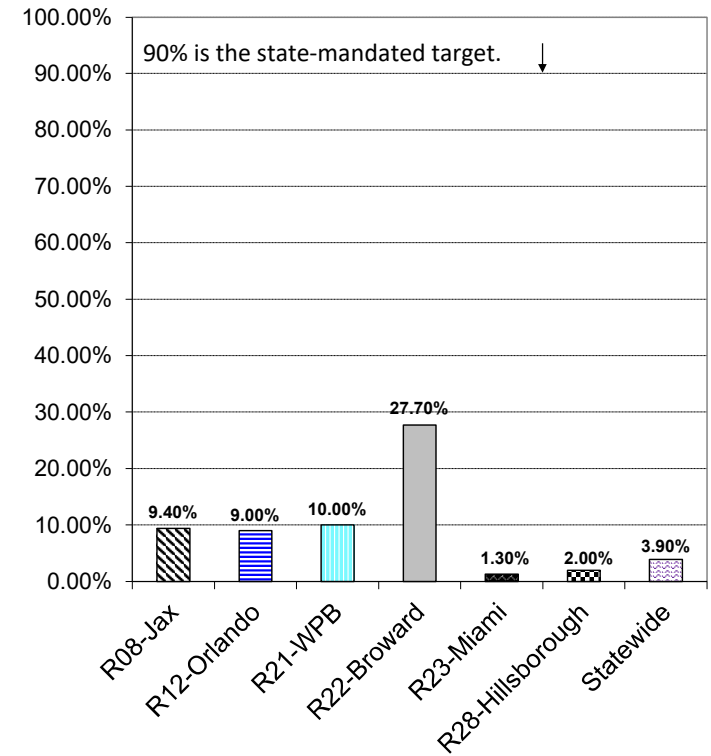


## Welfare Transition Program (WTP) Two-Parent Family Participation Data for the Big 6 Regions

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

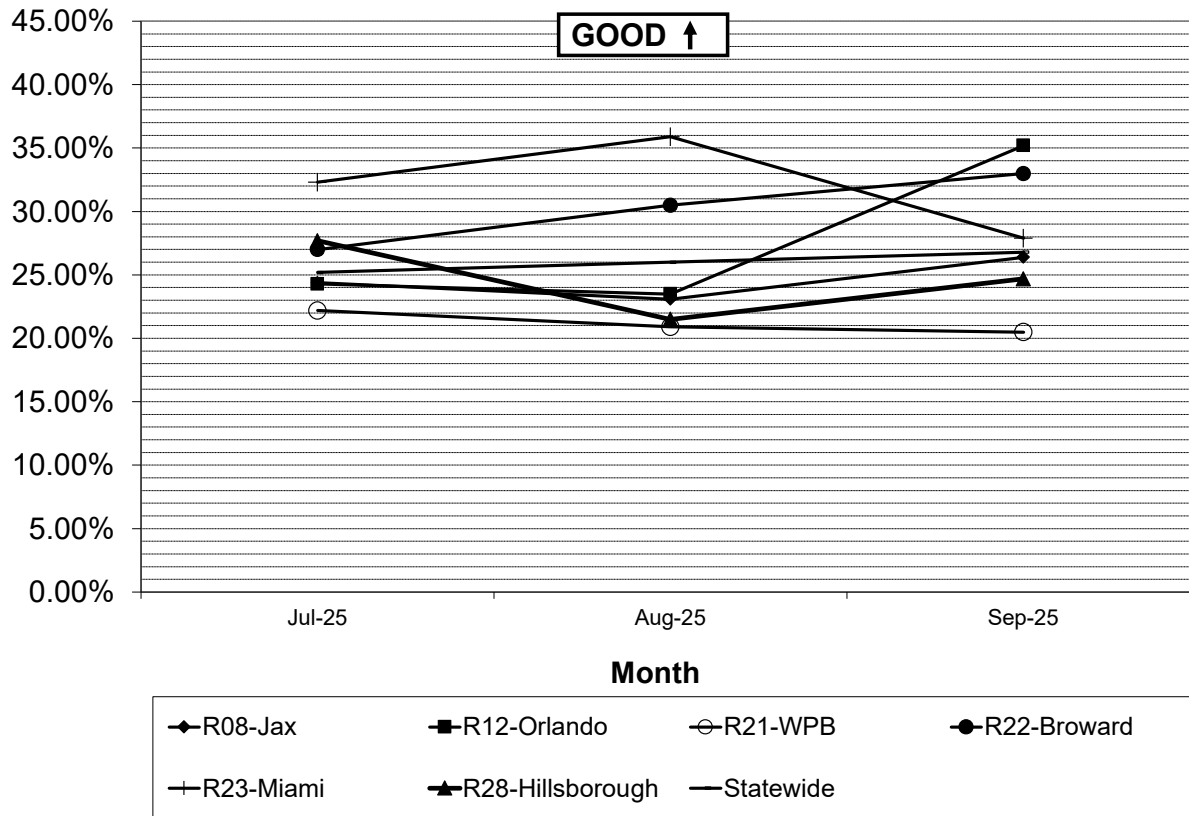


**Program Year-to-Date (YTD) Participation Rate as of September 2025**

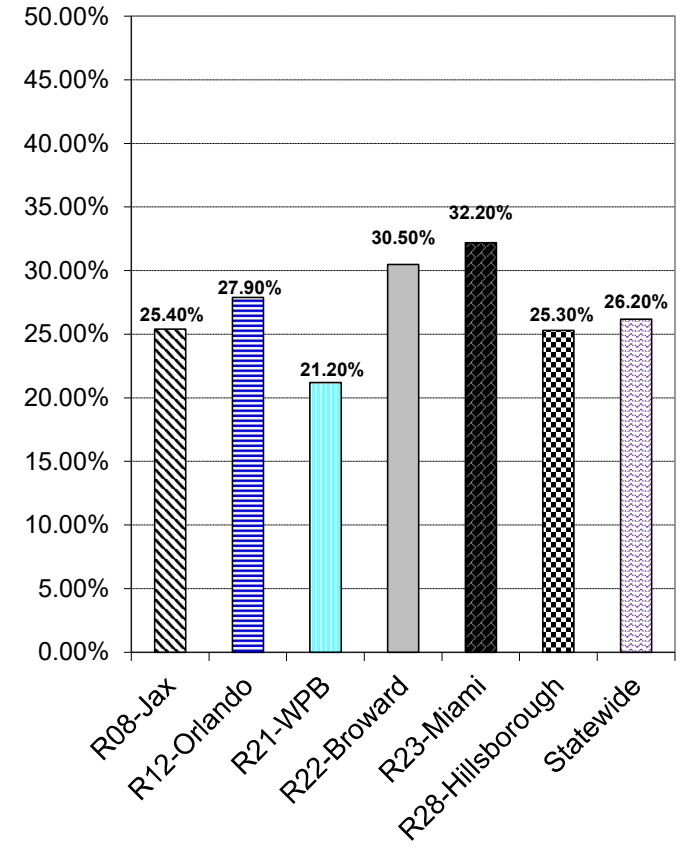


## Welfare Transition Program (WTP) Entered Employment (EE) Data for the Big 6 Regions

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



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



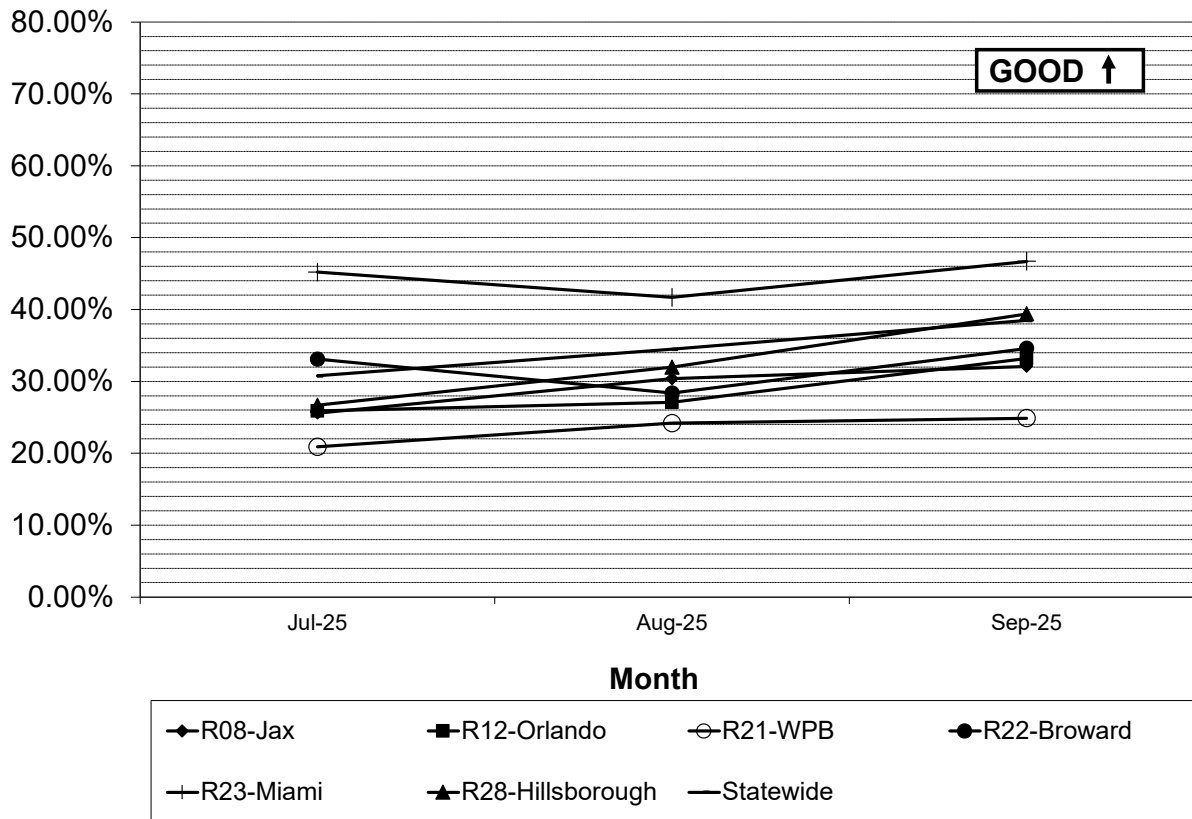
## Analysis of Welfare Transition Program (WTP) Performance

<b>WTP Program Performance At-A-Glance</b>	<b><u>Measure</u></b>	<b><u>Goal</u></b>	<b><u>Month (September)</u></b>	<b><u>PYTD</u></b>
	All Family Participation	50%	40.1%	41.6%
	Two-Parent Family Participation	90%	41.2%	27.7%
	Entered Employment Rate (EER)	39%	33.0%	30.5%
<b>Current Situation and Performance Summary</b>	<p>In relation to the Big 6 Regions:</p> <p>All Family Participation Rate CSBD ranks 1<sup>st</sup> in performance for the month and ranks 1<sup>st</sup> for Program Year 25/26</p> <p>Two-Parent Participation Rate CSBD ranks 1<sup>st</sup> in performance for the month and ranks 1<sup>st</sup> for Program Year 25/26</p> <p>Entered Employment Rate CSBD ranks 2<sup>nd</sup> in performance for the month and ranks 2<sup>nd</sup> for Program Year 25/26</p>			
<b>Strategies and Action Steps</b>	<p>To improve the entered employment rate,</p> <ul style="list-style-type: none"> <li>CSBD is becoming more strategic with how WTP participants attend hiring and recruitment events, ensuring positive exposure to employers actively seeking talent. Prior to a recruitment event, Success Coaches hold one-on-one sessions with WTP participants to practice proper employer introductions, polish resumes, and boost their confidence. This structured approach, combining accountability and motivational support, positions participants to engage more effectively with employers and increases the likelihood of successful job placements.</li> </ul>			

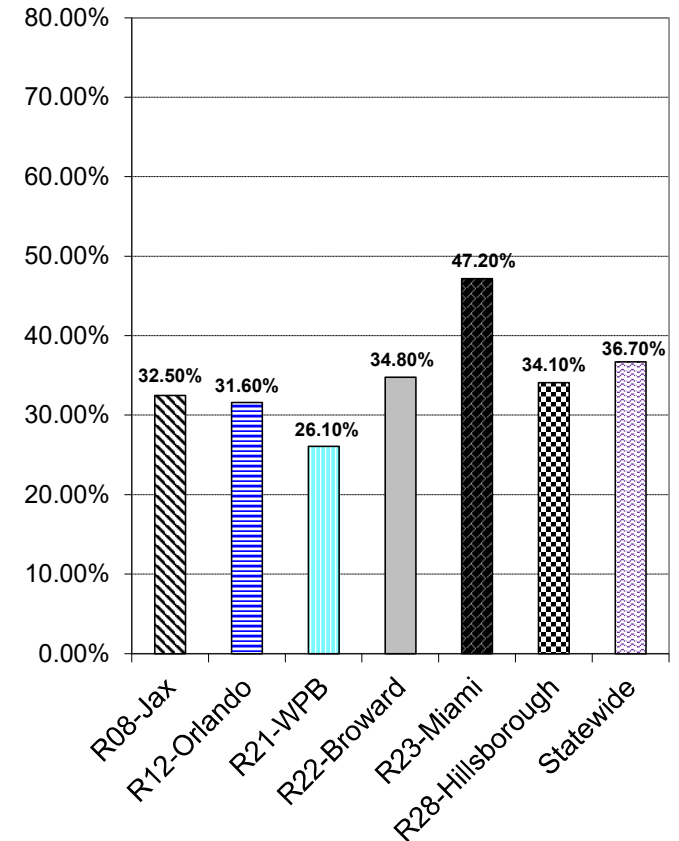


## Wagner-Peyser (WP) Program Entered Employment (EE) Data for the Big 6 Regions

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



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

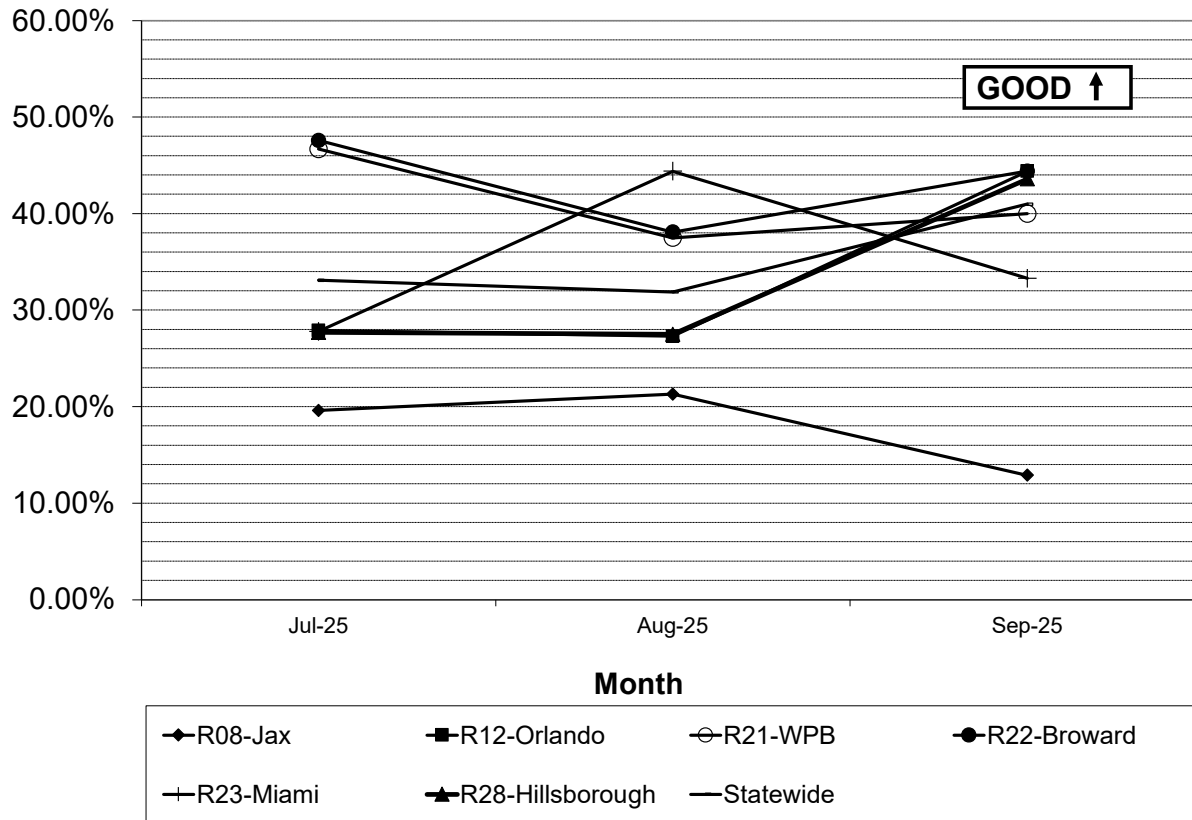


## Analysis of Wagner-Peyser (WP) Performance

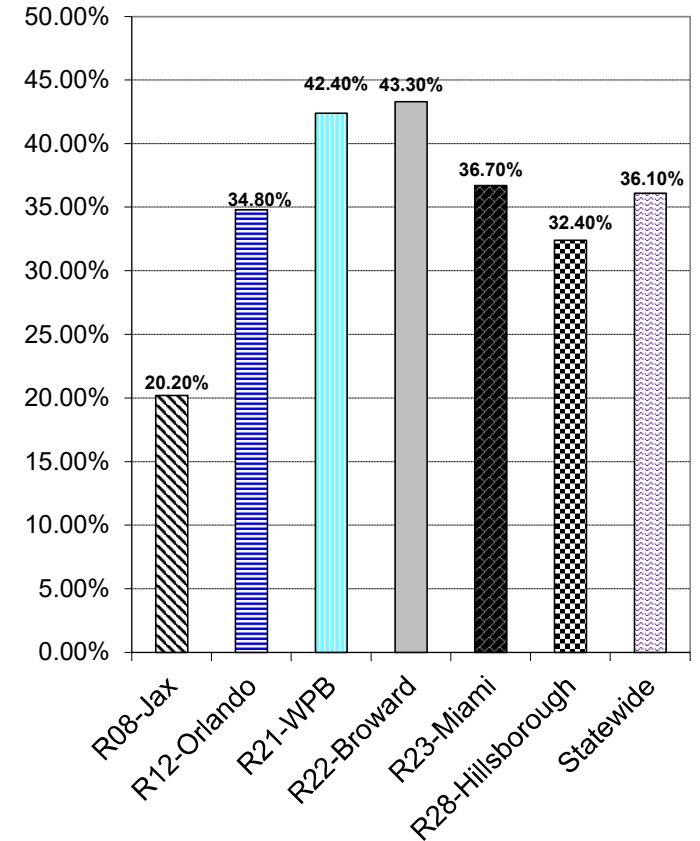
WP Program Performance At-A-Glance	<u>Measure</u>	Performance*	
		Month (September)	PYTD
	Entered Employment Rate (EER)	34.60%	34.80%
	<i>*Please note: The performance detail is based on the Monthly Management Report (MMR). Due to lagging data, our true YTD rate will adjust at the end of the program year.</i>		
<b>Current Situation and Performance Summary</b>	<p>In relation to the Big 6 Regions:</p> <p>CSBD ranks 3<sup>rd</sup> for the month and ranks 2<sup>nd</sup> year-to-date in Entered Employment Rate.</p>		
<b>Strategies and Action Steps</b>	<p>To improve our EER, we have implemented the following:</p> <ul style="list-style-type: none"> <li>CSBD held its annual Paycheck for Patriots campaign, drawing in thousands of job seekers. Pre-registration provided additional opportunities for staff to assist customers in preparing for the job fair by reviewing employers with them, discussing strategies for a job fair, and ensuring they developed high-quality resumes that closely aligned with their occupational goals by using industry-specific terminology and accomplishments that match employer expectations in given fields.</li> <li>As recommended by committee members and working with our industry intermediaries, we are developing smaller, sector-specific job fairs to occur throughout the year.</li> <li>Our research shows that many WP customers are virtual and have not met with a Success Coach or come into one of our One-Stop centers. We are conducting outreach to this population to encourage them to participate in our job search workshops and meet with our experienced staff to help them get back to work quickly. This strategy has resulted in an increase in the number of referrals made to jobs, and is projected to increase the entered employment rate.</li> </ul>		

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

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



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



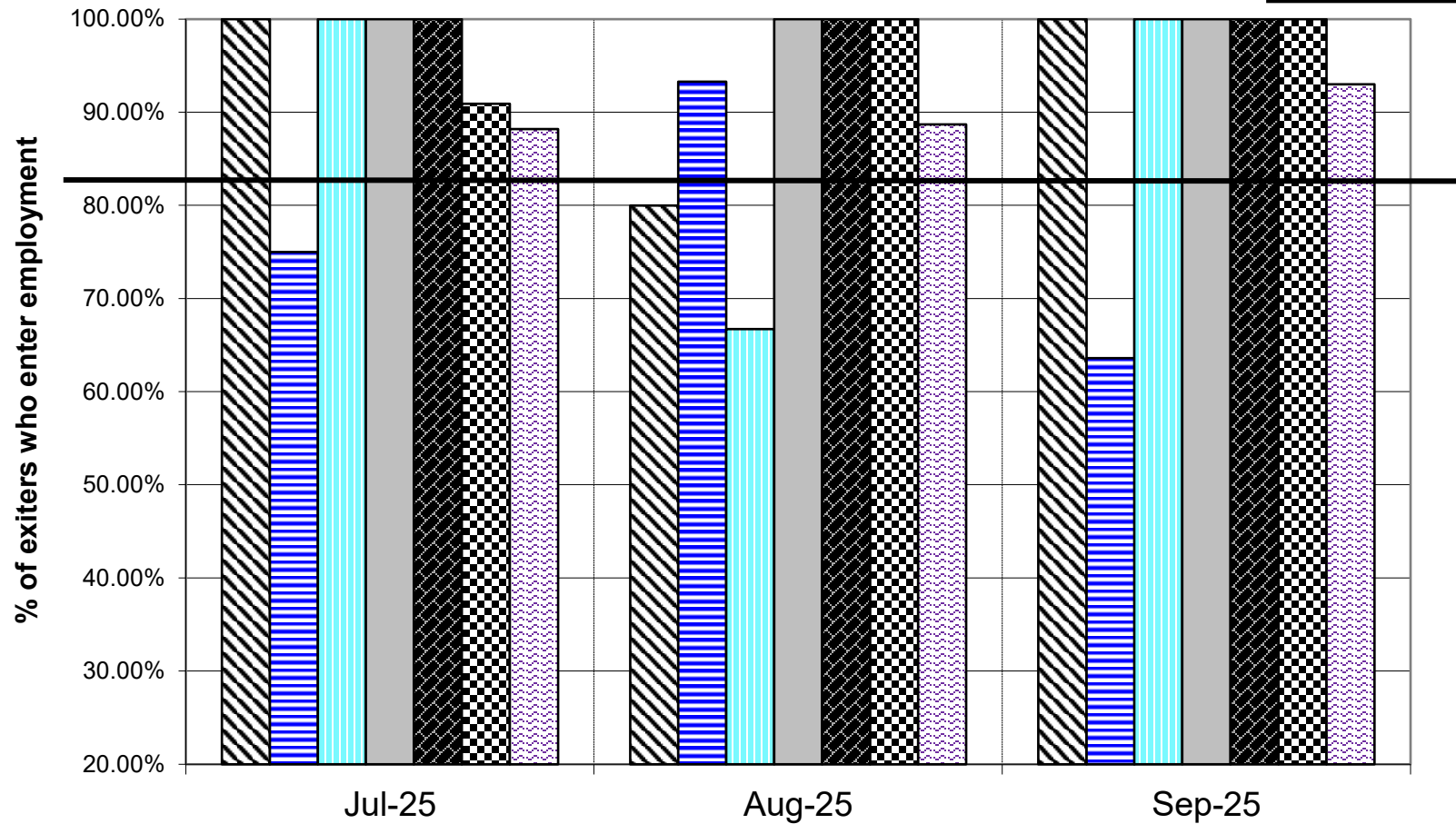
## Analysis of Veterans' Performance

Veterans Program Performance At-A- Glance	<u>Measure</u>	Performance*	
		Month (September)	PYTD
	Entered Employment Rate (EER)	44.40%	43.30%
<i>*Please note: The performance detail is based on the Monthly Management Report (MMR).</i>			
<b>Current Situation and Performance Summary</b>	<p>In relation to the Big 6 Regions:</p> <p>CSBD ranks 2-way tie for 1<sup>st</sup> for the month and 1<sup>st</sup> for the Program Year in Veterans' Entered Employment Rate.</p>		
<b>Strategies and Action Steps</b>	<p>To increase our EER, the following strategies were implemented:</p> <ul style="list-style-type: none"> <li>CSBD connected with colleges/universities and utilizing on-site space for Veteran information meetings, resume support, and targeted job readiness training to help student veterans who are about to graduate secure meaningful employment. As a result, there was an uptick in the number of veterans referred to jobs, which will result in more hires.</li> <li>CSBD expanded its employer and job seeker outreach strategies in preparation of the Paychecks for Patriots event. Through LinkedIn, Job News job fairs, and partnerships with veteran service providers, the veterans outreach team strengthened connections with both employers and job seekers. As a result, the event drew more than 140 employers and over 2,400 job seekers, of which 359 were veterans, which is a 38% increase in veteran participation compared to last year. This expanded engagement will result in more veterans securing employment which will directly increase our entered employment rate.</li> </ul>		

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

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

**GOOD↑**



■ R08-Jax
■ R12-Orlando
■ R21-WPB
■ R22-Broward
■ R23-Miami
■ R28-Hillsborough
■ Statewide

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

WIOA Program Performance At- A-Glance	<u>Measure</u>	Performance	
		Month (September)	PYTD
	Entered Employment Rate	100%	100%
<b>Current Situation and Performance Summary</b>	<p>Since July, CSBD has assisted 101 Adult and Dislocated Worker (DW) customers in obtaining employment or accessing training opportunities. This includes traditional classroom training and work-based training via internships, apprenticeships, and On-the-Job Training.</p> <p>CSBD is in a four-way tie for 1<sup>st</sup> place in the WIOA Adult and Dislocated Worker Entered Employment Rate for July and 1<sup>st</sup> year-to-date.</p>		
<b>Strategies and Action Steps</b>	<p>To expand our reach and engage additional job seekers interested in short-term training:</p> <ul style="list-style-type: none"> <li>• We launched a targeted marketing campaign focused on individuals experiencing long-term unemployment. The campaign promoted paid internship opportunities and highlighted training programs across a variety of high-demand fields, helping connect participants with pathways to employment and skill development in the distressed zip codes.</li> <li>• Recognizing the ongoing need to provide hands-on learning opportunities, we are currently planning an Internship Fair. This event will connect employers with WIOA participants eager to gain practical workplace experience, leading to improved soft skills. The fair is designed to foster meaningful connections that benefit both the participants and the employers by introducing motivated individuals ready to contribute and learn.</li> </ul>		

## **Memorandum #03 – 25 (Exec)**

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

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

**Subject:** Membership Renewals

**Date:** December 2, 2025

### **SUMMARY**

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

### **BACKGROUND**

WIOA requires fixed and staggered terms of appointment for the members of the local workforce development boards. All members who joined the Board after January 2022 were appointed to fill the remaining term of the initial incumbent, thereby maintaining the fixed and staggered structure. The Board By-Laws require the reappointment of all members, beginning in January, with a new assignment of fixed and staggered terms. The rotation schedule whereby 25% of the Board members are rotated off over a two-year period has been satisfied through attrition.

### **DISCUSSION**

The By-Laws allow for members to be removed from the Board after three consecutive unexcused absences. Since being appointed, none of the members recommended for reappointment have had three consecutive unexcused absences.

The table below provides additional information and attendance information regarding the Board members recommended for reappointment.

**TERMS EXPIRING AS OF JANUARY 2026**

	NAME	Attendance 12/23 – 10/25				Committee(s)	Category
		P	E	U	PS-24		
					PS-25		
1	Dr. Ben Chen	9	6	0	Y	Audit Executive Org Resources Strategic Planning	BU
					N		
2	Paul Farren	15	0	0	Y	Employer Services	BU
					Y		
3	Catherina Rozario (Appointed 8/24)	7	2	0	N/A	One Stop Services	GRVRD
					N		
4	Michael Goldstein	12	3	0	Y	Employer Services	BU
					Y		
5	Rufus James	8	2	5	N	Youth	BU
					N		
6	Dr. Lisa Knowles	12	3	0	Y	Executive Org Resources Youth	ETPO
					Y		
7	Kevin Kornahrens	13	2	0	Y	Executive Org Resources	BU
					Y		
8	Dawn Liberta	12	2	1	Y	Executive Youth	WOD
					Y		
9	Felipe Pinzon	9	5	1	Y	One-Stop Services	WOY
					Y		
10	Jim Ryan	14	1	0	Y	Executive	BU
					Y		
11	Walberto “Wally” Utreras (Appointed 4/25)	1	4	1	N/A	Youth	WOLO
					Y		
12	Vanessa Cantave (Appointed 12/24)	5	2	0	N/A	Employer Services	BU
					N		
13	Shane Strum	11	2	2	Y	Strategic Planning	BU
					Y		



The Legend for the chart on the previous page is as follows:

P	Present	Y	Yes
E	Excused Absence	N	No
U	Unexcused Absence	BU	Business, Private Sector Member
PS	Attended BWDB Planning Session	WOD	Workforce - CBO representing individuals with disabilities
GRVRD	Government Representative – Vocational Rehabilitation	WOY	Workforce – Community-based organizations representing youth
ETPO	Education and Training Provider -Other Providers	WOLO	Workforce – Labor organization

## RECOMMENDATION

That the committee recommends membership renewal for the thirteen (13) members of the Board listed above whose terms expire in January 2026. The renewal of their terms is to January 2028. The CSBD Council of Elected Officials appoints Board members following a recommendation from the Board.

## **Memorandum #04 – 25 (Exec) (Revised)**

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

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

**Subject:** Appointments to the Broward Workforce Development Board (Board)

**Date:** December 2, 2025

### **SUMMARY**

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

### **BACKGROUND**

Board members are appointed in accordance with the Workforce Innovation and Opportunity Act (WIOA). The Board is comprised of 4 categories of membership:

1. Private Sector
2. Workforce which is Organized Labor and Community Based Organizations
3. Education
4. Government and Economic Development

Currently there are 2 private sector vacancies on the Board. As is our custom, Ms. Hylton, the CSBD President/CEO emailed the Board on 10/24 to solicit nominations to fill the 2 slots. Members were asked for nominations from the following in-demand industries:

1. Construction
2. Life Sciences
3. Manufacturing
4. Telecommunications

### **DISCUSSION**

5 nominations were received from Board members. 4 from the construction sector and 1 from manufacturing. All the nominees are active in the community and well known. A Linked-in profile for each nominee was included in the ORC Agenda. After a robust discussion the ORC voted to move 1) Nelson Fernandez, Owner, ANF Group, from the construction sector and 2) Matt Rocco, President, South Florida Manufacturing Association, forward.

When we receive multiple nominees for Board member slots, we maintain their names on a roster for future consideration. We will also continue to seek nominations from the life sciences and telecommunications sectors as vacancies occur.

A formal nomination from the appropriate business or trade association per WIOA will be secured prior to presenting the nominees to the CSBD Council of Elected Officials for appointment.

## **RECOMMENDATION**

Approve the nomination of 1) Nelson Fernandez, Owner, ANF Group, from the construction sector and 2) Matt Rocco, President, South Florida Manufacturing Assoc., to fill the 2 Board private sector vacancies.

## Contact

[www.linkedin.com/in/nelson-fernandez-54053744](http://www.linkedin.com/in/nelson-fernandez-54053744) (LinkedIn)  
[www.anfgroup.com](http://www.anfgroup.com) (Company)

## Top Skills

Construction  
Contractors  
Construction Management

## Languages

Spanish

# Nelson Fernandez

Owner, ANF Group, Inc.  
Fort Lauderdale, Florida, United States

## Summary

Nelson Fernandez's work history encompasses extensive experience in professional and medical office space build out and tenant coordination, including lease negotiations. He is well versed in Real Estate

development, having developed over 500,000 square feet of office space. He has worked on all aspects of the project from land acquisitions, to financing and property management. He is an active participant in many local organizations and has served on Boards such as Work Force One Broward, Valley Bank of Florida, Peaceful Haven Ranch Group home, United Way of Broward, he is currently a member of the NSU Ambassador Board and is now the Chairman of the Board for the Greater Ft. Lauderdale Alliance.

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## Experience

ANF Group Inc  
Executive Vice President  
1984 - Present (41 years)  
Davie, FL

Mr. Fernandez is responsible for business development, marketing, insurance and banking relations for ANF Group, Inc. as well as real estate development for all related companies.

ANF Group, Inc.  
Owner  
1981 - Present (44 years)

Mr. Fernandez is responsible for business development, marketing, insurance and banking relations for ANF Group, Inc. as well as real estate development for all related companies.

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## Education

Broward Community College  
Associate of Arts (AA), Business Administration and Management

## Contact

954.682.7355 (Mobile)  
mattrocco0578@gmail.com

www.linkedin.com/in/  
matthewrichardrocco (LinkedIn)  
www.toastmasters.org (Company)

## Top Skills

Teaching, Mentoring, and Advising  
Competent Oral Communication and  
Presentation Skills  
Develops Solutions for Quality  
Improvement

## Certifications

Competent Communicator -  
Toastmasters International and Six  
Sigma White Belt

## Honors-Awards

Alumni Hall of Distinction Induction,  
Emerging Leader  
Class V Member of Connect -  
Leadership Florida

## Publications

• Presenter, UCCI Caribbean  
Conference: "Towards a Corruption  
Free Caribbean," March 2014

# Matthew Rocco

Passionate Leader - Community and Partnership Builder - Inspired to  
Help Others Grow and Succeed  
Fort Lauderdale, Florida, United States

## Summary

Develops programs to create a learner-centered environment, designs and implements initiatives to increase growth and aligns with internal departments and external organizations to advance interests of institutions. Experience working directly with senior management, Boards of Directors and Presidents to implement programs that align with short and long-term strategic planning. Expertise includes executing and implementing short and long-term initiatives, working with the external community and stakeholders to achieve results and identifying opportunities to promote growth and bring about change. Additional expertise includes effectively presenting to groups ranging in size from 10 to over 400.

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## Experience

### South Florida Manufacturers Association

#### President

August 2017 - Present (8 years 4 months)  
Miami-Fort Lauderdale Area

The South Florida Manufacturers Association (SFMA) has the distinction of being the #1 resource for manufacturers in South Florida since 1961. As President, I am responsible for the overall management of SFMA to include industry functions, execution of strategic objectives, public relations, management of staff, membership retention and recruitment, and financial performance.

#### Key Responsibilities Included:

- Driving membership growth and developing membership retention strategies.
- Building relationships within the manufacturing, business and education communities and enhancing and promoting SFMA services and ensure community presence.
- Driving financial results and ensuring a high standard of excellence and quality of services provided to the members.

- Organizing and hosting events across the SFMA territory. These were events from 20 people to over 400. Also increased corporate sponsorships for the SFMA's signature events.
- Inspiring, leading, and managing a team of employees, members, volunteers, and volunteer directors.
- Providing management leadership and direction toward the achievement of SFMA's financial plan and objectives.
- Developing and obtaining Board consensus and implementing a strategic business plan to ensure the positive progress of the SFMA.
- Ensuring all SFMA-associated training programs are relevant and promoted to the membership and potential membership.
- Developing and reporting on metrics designed to measure progress in the execution of the strategic plan.
- Conducting monthly Board of Director meetings including distribution of meeting minutes, financial status and tracking of SFMA Board-delegated actions.
- Conducting all SFMA business in accordance with the Association Bylaws and Articles of Incorporation.
- Identifying, establishing, and promoting relationships with other manufacturing organizations within the State of Florida to achieve the strategic objectives of the SFMA.

## Fayetteville Technical Community College

### Faculty

January 2022 - December 2022 (1 year)

Fayetteville, North Carolina, United States

Teaches Associate degree-seeking students in the areas of Business Law and Supervision and Management. Instructs an average class size of 30 students in traditional, online and hybrid (traditional and online components) classes in 8-week and 16-week semesters. Educates students using various critical thinking methods, such as Socratic Questioning and case study/scenario-based problem solving, to enhance the pedagogy. Mentors at-risk students using coaching skills on learning techniques to improve performance in the classroom.

## Broward College

7 years 1 month

### Corporate Relations Manager

May 2014 - August 2017 (3 years 4 months)

Broward College - Fort Lauderdale, Florida

Developed comprehensive, systematic outreach plans for working intently with the business community to create robust corporate partnerships focused on corporate training, student recruitment, internships and career placements, and the development of certificate programs for credit and non-credit programs. Aligned with internal college-wide departments on initiatives that advanced Broward College's mission and goals of its strategic plan.

- Co-created the Corporate Alliance Partnership program, a comprehensive outreach strategy with the business community to bring in resources for the college and create opportunities for students, such as internships.
- Implemented the first ever "Concierge Corporate Enrollment Plan" - a recruitment strategy to work with corporate partners and have Broward College become an exclusive educational provider for their employees.
- Partnered with the Disney Institute to provide a one-day customer service training to the business community. There were 320 paid registrations (60 percent above goal) and the program generated just under \$180,000.
- Increased corporate training revenue in 2015-2016 by \$81,676.73 – a 70 percent increase from previous year.
- Generated over \$300,000 in corporate training revenue in Fiscal Year 2016-2017.

#### Professor of Business Administration

August 2010 - August 2017 (7 years 1 month)

Broward College (Central Campus), Davie, Florida

Instructs Associate and Bachelor degree-seeking students in the diverse areas of Business Law, Business Math, Personal and Corporate Finance, Principles of Management, Strategic Management, and the Capstone course in the Bachelor's program for Supervision and Management.

- Educates students using various critical thinking methods, such as Socratic Questioning and case study/scenario based problem solving, to enhance the pedagogy.
- Mentors students and provides coaching skills on learning techniques to improve performance in the classroom.
- Networks with local employers to provide internship opportunities for students, some of which has have resulted in full-time employment.

#### Coordinator, Linking Education and Employment Outcomes (LEEO)

September 2013 - May 2017 (3 years 9 months)

Broward College

This was a supplemental position in addition to my full-time role. The Linking Education and Employment Outcomes (LEEO) project was a collaborative

effort between Broward College and the Broward County Public School District (BCPS) designed to connect economic development, employment, and education outcomes by bridging the gap between academia and industry through relevant, project-based learning. LEEO leveraged a working relationship between mentors from Broward College faculty, industry partners, and BCPS classroom teachers to design, implement, and execute classroom projects.

- Recruited and selected Broward College faculty to be mentors to high school and middle school teachers within BCPS. This included managing a team of 15 and overseeing their work with their assigned schools.
- Designed, executed, and implemented an Executive Leadership Symposium to train students on important workplace issues such as leadership, business etiquette, networking, and diversity in the workplace.

#### Chairperson of the Quality Enhancement Plan (QEP)

February 2012 - June 2013 (1 year 5 months)

Fort Lauderdale, Florida

Served in an academic leadership position managing the development of Broward College's QEP to assess a deficiency in student learning and improve that deficiency in the classroom. The QEP was an integral part of the College's reaffirmation of accreditation for the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

- Managed a team of 25 consisting of faculty, Deans, Directors and Associate Vice Presidents to create a systematic process for broad-based, college-wide involvement in designing the QEP. This was used based on interpreting the core requirements and comprehensive standards outlined in the Principles of Accreditation for Quality Enhancement.
- Planned, executed and managed the development of the QEP, selected statistical models to assess learning outcomes of the QEP and partnered with internal departments and externally to exchange information and collaborate on projects.
- Worked directly with Finance and Budget to create a \$1.2 million budget for the QEP. This was approved by the Board of Trustees.
- Facilitated focus group sessions to present the importance of the QEP to the College and external community to generate topic ideas. Over 140 individuals attended these sessions and eight topics with 26 strategies were submitted.
- Presented rationale to the Board of Trustees why the topic of critical thinking benefited students and the College and how it complied with the core



requirements and comprehensive standards for SACSCOC accreditation. The Board endorsed the topic of Critical Thinking for the QEP initiative.

- The net result of our work was the QEP was fully approved by SACSCOC without any recommendations.

#### Associate Dean of Business Administration

August 2011 - July 2012 (1 year)

Broward College (Central Campus), Davie, Florida

As an academic leadership and management position, administered and coordinated all financial and operational matters related to student learning, instruction, curriculum development and revision of Business Administration programs, course scheduling, and program advising. Resolved student academic issues and settled personnel (faculty and staff) needs and issues.

- Worked with students and faculty in resolving cases of academic impropriety as they arose.
- Collaborated with key program managers to ensure the learning outcomes matched the State of Florida's framework. The Hospitality/Tourism degree program was revised and one program was deleted based on the review conducted.
- Administered financial and budgetary matters related to the operations of the department and mission of the College.
- Hired qualified professors (both full-time and adjunct) based on the needs of the department and in accordance with SACS accreditation standards.
- Evaluated faculty performance through classroom observations and based on the observations, trained faculty members on best practices for teaching methods. Positive feedback in subsequent semesters was seen on student surveys of faculty.
- Designed and implemented the first Executive Leadership Symposium for Bachelor students in the Supervision and Management Program. Partnered with executives from IBM, Sears Holdings, Doubletree/Hilton and the President of an executive coaching program. Over 70 students learned business etiquette skills, decision making skills emphasizing business ethics, interviewing techniques, and networking and branding strategies for employment.
- Established the first Toastmasters Chapter for students at Broward College to train them on developing effective communication and leadership skills.

#### Law Offices of Finizio and Finizio

Law Clerk

July 2007 - November 2010 (3 years 5 months)

Fort Lauderdale, Florida

A full-service international law firm specializing in the areas of personal injury, family law, medical malpractice, wrongful death and other civil litigation matters. Reported to the managing partners of the firm supporting a staff of three attorneys and six paralegal/administrative support assistants. Managed a regular case load consisting of preparing legal memoranda on civil litigation issues, drafted demand letters to insurance companies and discussed settlement offers with insurance adjusters

Marcus & Millichap

Commercial Real Estate Investment Advisor/Associate

December 2003 - May 2007 (3 years 6 months)

Fort Lauderdale, Florida

One of the nation's largest commercial real estate investment firms closing annually over 6,000 transactions. Consulted with local and national property owners on developing business strategies to manage their portfolios. Used financial models to develop business strategies for recommending owners to sell, hold or refinance assets. Applied project management and negotiation skills to manage the transaction process.

- Co-founded the Leased Investment Group (division within the company) comprised of five agents and two staff members. Team produced over \$400 million in sales volume.

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## Education

Nova Southeastern University—Shepard Broad Law Center

Juris Doctorate, Law · (2007 - 2010)

Nova Southeastern University

Master of Business Administration (M.B.A.), Concentration in Finance · (2003 - 2005)

Florida Atlantic University

Bachelor of Business Administration (B.B.A.), Business Management · (2000 - 2002)

Broward Community College

Associate of Arts (A.A.), Business Administration and Management, General · (1996 - 2000)

Chaminade - Madonna

High School · (1992 - 1996)

**Memorandum #07-25 (OPS)**

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

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

**Subject:** Addition of New Courses for Existing Eligible Training Provider – Florida Atlantic University

**Date:** December 2, 2025

**SUMMARY**

Consideration to approve the addition of three (3) training programs at FAU to the WIOA Individual Training Account list 1) Construction Administration Certificate 2) Construction Management Certificate and 3) Certified Associate Project Management (CAPM)®. CareerSource Broward reviewed the applications for completeness and to ensure that Board-mandated criteria are met for the training programs and related occupational titles. Because Board Member Dr. Stacy Volnick is employed by FAU, a 2/3 vote of the Board is required. Approved at the 11/25 One-Stop Services and 12/1 Executive Committee meetings.

**BACKGROUND**

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

**DISCUSSION**

FAU, a current CSBD eligible training provider, is accredited by the Southern Association of Colleges and Schools, Commission on Colleges which is an entity recognized by the US DOE. FAU has applied to add three (3) programs 1) Introduction To Project Management + Certified Associate Project Management (CAPM)® Exam Preparation 2) Construction Administration Certificate and 3) Construction Management Certificate Programs, to our WIOA ITA List. These programs provide opportunities to train for careers in project management and construction and earn Certificates in these fields.

Using JobsEQ and Employ Florida, CSBD was able to validate that, within the past 90 days, there have been at least 25 job openings for Project Management Specialists and Construction Managers in Broward County. A CSBD review team comprised of staff from Operations, Quality Assurance, and Business Services evaluated the applications. This committee determined that all Board-mandated criteria have been met for the training programs and related occupational titles.

**Courses to be added to the WIOA ITA List:**

<b>Provider</b>	<b>Credentialing Program</b>	<b>TOL Demand Occupation</b>	<b>Entry Wage</b>
<b>FAU</b>	Construction Administration Certificate Program	Construction Managers	\$33.71
	Construction Management Certificate Program		
	Introduction To Project Management + Certified Associate Project Management (CAPM)® Exam Preparation	Project Management Specialists	\$27.51

We will limit enrollment to 10 customers in each of these programs until performance is established.

**RECOMMENDATION**

Approve the addition of three (3) FAU occupational training programs to the WIOA ITA list  
1) Construction Administration Certificate 2) Construction Management Certificate and  
3) Certified Associate Project Management (CAPM)®.

ITA Course Summary Spreadsheet  
Attachment to Memo #07-25 (OPS)

School Name	License / State Agency Approval	DOE Accreditation	Course Title	Type of Credential Offered	Program Length	Clock Hours	Entry Wage	Course Offering (Virtual/ Classroom/ Blended*)	Class Size (Max)	Prerequisites	Tuition and Fees	Other Costs (Books, Uniforms, Supplies, Cert./Lic. Exams)	Program Total Costs
Florida Atlantic University	YES	YES	Introduction To Project Management (In-Class) + Certified Associate Project Management (CAPM)® Exam Preparation	Certificate	1 week	42	\$27.51	Blended	25	High School Diploma	\$1,895.00	\$300.00	\$2,195.00
	YES	YES	Construction Administration Certificate Program	Certificate	15 weeks	108	\$33.71	Virtual	30		\$1,905.00	\$0.00	\$1,905.00
	YES	YES	Construction Management Certificate Program	Certificate	16 weeks	92	\$33.71	Virtual	30		\$2,107.00	\$0.00	\$2,107.00

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

## **Memorandum #02 – 25 (HR) (Revised)**

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

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

**Subject:** CSBD Holiday Schedule

**Date:** December 2, 2025

### **SUMMARY**

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

### **BACKGROUND**

To see how we can support our employees and encourage employee retention, the Organizational Resources Committee asked that staff look into low or no-cost strategies and benefits during the off-year between compensation studies. CSBD's Human Resources Department contacted regions of comparable size as well as our local government partners, and found that their holidays ranged from 14 – 17 while CSBD has 13 holidays.

### **DISCUSSION**

Holidays observed by the other Regions include Columbus Day, an additional personal day during staff's birthday month, and the day before some of our major holidays.

During the ORC on 11/17, they reviewed the research and are recommending that CSBD add both Columbus Day, which is a school holiday, and important to staff with children, and a personal day tied to staff birthday month, as that would be spread across the year and would not impact operations. The additional days will indicate the boards' support of our employees, maintain CSBD as a top place to work and will not increase our budget.

### **RECOMMENDATION**

Approval to add Columbus Day and a personal day during staff's birthday month to the CSBD holiday roster.

## **DRAFT 2026 MEETING SCHEDULE**

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

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

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

Meetings are in person. On occasion, if necessary, for  
accessibility, a member can attend via Zoom.

### Executive Committee Meetings

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

### Board Meetings

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

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

**Memorandum #03 – 25 (HR)**

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

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

**Subject:** Adoption of a Policy to Address a Major Financial Event

**Date:** December 2, 2025

**SUMMARY**

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

**BACKGROUND**

Given the uncertainty in the funding of social service and education grants at the federal level, we are asking the Committee to consider adoption of a severance policy. It would be applicable in the event that a major funding stream, such as WIOA or WTP formula funds, is eliminated.

Our research indicates that severance to address organizational financial upheaval resulting in large layoffs is a common industry practice. In the public and governmental sectors it is usually provided for in accordance with federal or state statutes.

Severance is a payment to employees in addition to regular wages, when their employment is being terminated. It is considered a fringe benefit that is allowable under the regulations pursuant to the federal 2 CFR § 200.431(i)(1), "so long as it is in accordance with an established policy."

In Broward County, as well as in our 2 Council member cities, severance may be awarded in accordance with state statutes. Currently, the Jacksonville, Tampa, and Pinellas workforce areas have severance policies to address major financial events.



Dade and Palm Beach workforce staff, which are embedded in their respective counties, would follow their county's policy.

## **DISCUSSION**

Severance is generally divided into 2 categories:

1. Awarded due to a major or unexpected event such as elimination of an entire funding stream.
2. Awarded as a result of termination due to position elimination or job restructuring.

Given the uncertainty with respect to future funding referenced above, we are asking the Committee to consider adoption of a severance policy to address a major or unexpected event such as elimination of a major funding stream. This would recognize CSBD and One-Stop Center staff, many of whom have devoted years of service to the CSBD mission.

As the Florida statutes allow up to 20 weeks of severance for governmental employees, all severance would be subject to the availability of funds. In determining an award of severance, the following schedule is proposed for consideration:

<b>Staff Classification</b>	<b># of Years Employed</b>	<b># of Weeks of Salary</b>
President, VPs, General Counsel, Sr. Manager Career Services	5 years or more	20 Weeks
	Less than 5 years	2 weeks for every complete year of service
One Stop Center Managers, Assistant Center Manager, Adult Program Administrator, Program Managers, Supervisors	5 years or more	15 Weeks
	Less than 5 years	2 weeks for every complete year of service
All other CSBD & One Stop Center Staff	5 years of Service	10 Weeks
	Less than 5 years	1 week of pay for every completed year of service

Based on current staffing levels, the cost to CSBD today is estimated at \$1,000,000 and would only be implemented in the event of a major financial event. The proposed policy will also allow for scalability, prorating the amounts to be paid as severance if funds were limited.

## **RECOMMENDATION**

Approve a severance compensation policy for CSBD and contracted One-Stop staff in the career centers based on the criteria listed above.



**Broward Workforce Development Board  
Education and Industry Consortium**  
Tuesday, August 26, 2025  
12:30 p.m. – 2:00 p.m.

**3<sup>rd</sup> QUARTER REPORT**  
CareerSource Broward Main Conference Room  
2890 West Cypress Creek Road, Ft Lauderdale, FL 33309

**ATTENDEES:** Maria Formoso, Richard Haughton, Marcy Mills-Matthews, Michael Smith, and Matthew Rocco, who chaired the meeting.

**STAFF:** Ron Moffett, Rochelle Daniels, Johnell Beckford and Michell Williams.

**GUESTS:** Deven Silverman, Evelyn Gonzalez and Paul Greenbaum

## **PRESENTATION**

### **1. State of the Industry**

Deven Silverman, Executive Director of Talent Acquisition, and Evelyn Gonzalez, Career Navigator, Broward Health, presented on the state of the healthcare industry, emerging trends, and recruitment challenges. *(This aligns with the Consortium's requirement to review information on the status of existing talent pipelines and the need to expand or leverage existing and/or new resources.)*

Deven Silverman discussed the challenges of meeting the talent and skills demand in the healthcare industry. Ms. Silverman relayed that working with CareerSource Broward through initiatives such as the Healthcare Industry Video, Worlds of Work, Learn Work Win, and the Summer Youth Employment Program has helped to expose students, job seekers, and employers to what's out there in the healthcare industry. These solutions are a step in the right direction toward improving the talent pipelines.

Ms. Silverman stated that employers are concerned that key skills gaps are missing, especially for those applicants who graduate from online programs. New hires do not have clinical competency and technical fluency, and are missing soft skills such as empathy, emotional intelligence, critical thinking, and conflict resolution. New graduates are often unprepared and unsuccessful in the workplace, with the pace of the job and stress levels in the hospital setting. Externships help, but they are costly and limited.

Ms. Silverman shared that more healthcare systems are providing in-house training and apprenticeships. She indicated that with support from CareerSource Broward, Broward Health continues to use On-the-Job Training (OJT) and apprenticeships to prepare graduates better and expose them early on to the work while they are still in their training program.

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Evelyn Gonzalez stated she has seen a shift in demand in certain healthcare sectors, such as automation, tech augmentation, and outsourcing diagnostic services due to AI. AI is here to stay, so they are looking at preparing the talent pipeline system to keep up with the faster pace and changes in the workplace.

Ms. Gonzalez explained that the healthcare industry faces disruptors like online pharmacies and Amazon. She mentioned exploring healthcare collaboratives, and one of the models she liked was the US Chamber of Commerce Foundation's TPM Academy model, which was built on best practices and employer-led solutions.

Ms. Gonzales emphasized that we must continue to support employers with training grants such as OJT, paid internships, and incumbent worker training grants, so people do not continue to have massive debt. A crucial resource for resolving workforce shortages was OJTs. In partnership with Careersource Broward, Broward Health has identified nine (9) entry-level positions that could be aligned with the OJT to help people avoid substantial debt when they complete the training.

Ms. Gonzalez shared that Broward Health was partnering with the local school board to provide insight on how they can build on preparing younger students for future goals in the healthcare industry and the opportunities available.

Ms. Gonzalez mentioned that the creator of Khan Academy created an AI product for teachers to use in the classroom. Maria Formoso added that the program is called Khanmigo, which Khan Academy provides, and teachers use the tool in the classroom. The program helps teachers with lesson plans, research tasks, and assignments. With the help of funding from CareerSource Broward, teachers were trained during the summer on how to use AI and to teach their students how to use AI.

Mr. Moffett asked Ms. Formoso how the School Board is addressing teaching students soft skills. Ms. Formoso responded that one thing they have adopted is the Florida Ready To Work platform, and through C.T.A.C.E. they ensure all of their students receive soft skills training where they can work through the platform and earn badges demonstrating proficiency in soft skills.

She added that new for this school year, the School Board provided 29 of their high schools with a Career Technical Education Advisor who would work with students on their professional development and provide sessions to help connect students with possible career tech careers or their post-secondary goals.

Ms. Silverman asked Ms. Formoso to share a list of the advisor's contact information so they could connect with them and share some of the work Broward Health does. Ms. Formoso replied that she would do so once the advisors were hired.

Mr. Moffett mentioned that CSBD was excited to partner with Broward Health and co-locate at one of their Pompano facilities. CareerSource would have a resource room in the facility as an innovative approach to ensure services are provided to job seekers when needed.

Mr. Rocco asked Ms. Silverman what the trend has been over the last five years regarding the shortage of nurses. Is it getting better or worse? Ms. Silverman replied that it has stabilized

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a little, but the real problem is retention, and finding high-skilled specialty nurses continues to be a challenge. Ms. Mills-Matthews added that finding sufficient faculty for nursing programs has also been challenging.

Mr. Moffett asked Michael Smith if he had any advice for the healthcare industry on effectively marketing apprenticeships. Mr. Smith suggested starting a pre-apprenticeship program to help filter potential candidates and those who may not be in it long term. He suggested applying for grants and having a great grant writer to secure additional funding for apprenticeship programs.

Mr. Moffett thanked Marcy Mills-Matthews, Ms. Gonzalez and Ms. Silverman on behalf of CareerSource Broward for putting together the presentation. Mr. Moffett asked Ms. Formoso to consider presenting for the SBBC at the next EIC meeting scheduled for November and she agreed.

## **2. Information Technology (IT) Career Pathways Video**

The video showcases the various opportunities available in the IT industry and highlighted careers such as Help Desk Technicians, IT Analysts, and AI Specialists due to their high demand and gaps in talent pipelines. The video was made possible through the generous support of LAN Infotech. *(This aligns with the Consortium's requirement to emphasize priority industry sectors and occupations for the local area.)*

The Consortium members viewed the IT Career Pathways Video and collectively expressed accolades for its quality and messaging.

## **NEW BUSINESS**

### **1. The 5/28 Quarterly Report**

Considered approving the 2<sup>nd</sup> Quarterly Report of 2025 from the 5/28 Consortium meeting. *(This aligns with the Consortium's requirement to provide a quarterly report to the Broward Workforce Development Board.)*

Mr. Rocco introduced the item and reviewed the report.

**On a motion made by Maria Formoso and seconded by Richard Haughton, the EIC members unanimously approved the 2<sup>nd</sup> Quarter Report.**

### **2. Artificial Intelligence (AI) Resource Page for Employers**

CSBD is developing a new webpage to serve as a resource for local employers interested in leveraging artificial intelligence to enhance their business operations. The page would feature descriptions and links to user-friendly tools such as ChatGPT and others, as well as links to local support resources. It would also feature the AI Playbook for Small and Medium Employers, which we are developing. We are requesting input from the consortium members on the content and design of the webpage.

Mr. Rocco introduced the item and asked Mr. Moffett to lead the discussion.

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Mr. Moffett explained that an AI Resource page was in development and that the idea was to complement the AI Playbook as a resource for small and medium employers. Mr. Moffett indicated the committee could also email him after the meeting. Mr. Rocco suggested providing an update on the webpage's status during the next EIC meeting. Mr. Moffett replied, "Yes, an update will be provided."

Mr. Rocco determined that no vote on this item was needed, and the members agreed.

## **REPORTS**

### **1. Targeted Occupation List (TOL) for Program Year 25/26**

CSBD researched the state's preliminary TOL and compared it to the Board-approved criteria. To get input and feedback on the state's proposed list and gather additional relevant labor market data, we sent the preliminary TOL to 1) members of the Education and Industry Consortium 2) local education and business stakeholders 3) community partners and 4) business leaders and invited them to a publicly noticed meeting held on 7/17. At the meeting, we provided an overview of the PY 25/26 TOL and the governing board's criteria for updating the TOL. Based upon our review and community input, CSBD recommended adding twelve (12) new occupations proposed by the state and retaining forty-one (41) occupations proposed by the state for removal. *(This aligns with the Consortium's requirement to emphasize priority industry sectors and occupations for the local area.)*

Mr. Moffett explained that the TOL can be updated throughout the year and the recommendation would go to the Board on Thursday, 8/28. Mr. Moffett stated that adding training programs to our Individual Training Account list starts with identifying in-demand occupations.

### **2. AI Playbook for Small and Medium Employers**

On 7/14, a rating committee comprised of BWDB Chair Jim Ryan and members Michael Goldstein and Tara Williams met to evaluate proposals for the development of the AI Playbook for Small and Medium Employers. The Playbook will include 1) employer input gathered from at least three stakeholder engagement sessions 2) real-life examples and case studies of practical applications of AI across industries and 3) employee use of AI tools. The committee unanimously selected Gilead Sanders, a local digital transformation firm with expertise in AI strategy and executive training, to develop the AI Playbook.

Mr. Moffett explained that many small to medium-sized employers do not have the time to figure out how to integrate AI. The Playbook will provide guidance on where to start and how to implement AI into their workforce and business operations. The vendor selected is Gilead Sanders, and we are in negotiations with them to move this initiative forward.

### **3. Artificial Intelligence (AI) IWT Pilot Program Grant**

Due to our successful promotion of this program, which generated strong employer demand, CareerSource Florida extended the AI Incumbent Worker Training Pilot Program through 6/30/26. CSBD will continue to use the funds to assist with training costs to retrain and upskill workers whose jobs are at risk due to automation and AI advancements.

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Mr. Moffett asked the EIC members, as ambassadors, to let their network of employers know that this grant is still available and we are accepting applications. Ms. Formoso inquired if the SBBC could apply for a second round of incumbent worker training under the grant. Mr. Moffett replied “yes”.

#### **4. The Source Podcast**

CSBD released its fourth podcast episode, which addressed an area of focus approved by the Employer Services Committee. In this episode, Business Services Manager Doug Saenz spoke with Rocio Vargas, Director of Product Line Management at Cleva Technologies, who shared how partnering with CSBD for On-the-Job Training assisted in meeting their company's workforce needs. The podcast series supports CSBD's digital marketing strategy and is now available to stream on Spotify, making it even more accessible to the community. Coming up next, we're turning the mic toward our job seeker services, highlighting the tools, support, and guidance we offer to help individuals succeed.

Mr. Moffett stated that the podcast was a part of our digital marketing initiative and was available on Spotify. He encouraged the EIC members to listen in.

#### **5. Industry Employer Forums Update**

CSBD held industry employer forums in 1) marine 2) healthcare 3) manufacturing 4) construction and 5) hospitality. The objective of the forums was to a) discuss the skill gaps and training needs of each industry b) identify strategies to address the skill gaps c) examine the impact of AI on the workforce and d) identify opportunities to adapt through upskilling and innovation. We developed specific strategies to assist employers in each of these targeted industries. CSBD's intermediaries are following up with the forum attendees to put the strategies discussed into action.

Mr. Moffett reviewed the report and stated that CareerSource Broward is working on strategies to provide workforce employment solutions for the employers we've already met with, and is also scheduling additional forums.

#### **6. Aviation and Marine Job Fair**

On 6/24, CareerSource Broward hosted a "neighborhood" job fair, spotlighting the thriving Aviation and Marine industries. Held at the South One-Stop Center, this event brought together 10 top-tier employers and attracted over 70 enthusiastic job seekers eager to launch or advance their careers. Participating employers included industry leaders such as 2Lyons Aerospace, Banyan Air Services, Swissport USA, Dayton-Granger, HEICO, Marine International Diesels, and Offshore Marine Towing, each actively recruiting for positions ranging from technical roles to specialized trades. Employers and attendees gave positive feedback. This job fair was one of the strategies developed as a direct result of our industry forums. We will continue to follow up with the employers as candidates move through the interview process.

Mr. Moffett explained that based on the results shared from the surveys, both employers and job seekers like the smaller neighborhood job fair events compared to the bigger job fairs.

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## **7. Summer Youth Employment Program 2025**

The Summer Youth Employment Program had a remarkable year, receiving over 3,000 applications and placing nearly 1,200 youth at more than 400 worksites across Broward County. These opportunities provided real-world career exploration in 1) Information Technology 2) skilled trades and 3) public service. From helping Broward County schools with software upgrades to contributing to the City of Tamarac's metaverse project to learning plumbing and electrical skills alongside journeymen, the youth made a lasting impact while gaining valuable experience. This year also marked the launch of CSBD's new electronic timesheet system - a true game changer that streamlined the program for both youth and employers.

Mr. Moffett expounded on the success of this year's youth participation rate and the launch of the new electronic timesheets developed in-house by CareerSource Broward.

## **8. Paychecks For Patriots (P4P) Update**

CSBD will host its annual Paychecks for Patriots Veterans Hiring Fair on 11/7 at the Tamarac Community Center. The first hour of the event will be reserved for veterans and family members of veterans. The event will be marketed to job seekers and employees through social media, radio advertisements, distribution of flyers to community partners, advertising in the career centers, and word of mouth. We are currently looking for sponsors to support this not-to-be-missed job fair!

Mr. Moffett reminded the EIC members about the upcoming Paycheck For Patriots job fair on 11/7, which the city of Tamarac will host at their Community Center. He asked the members to mark their calendars and spread the word.

## **9. Education and Industry Consortium (EIC) Directory**

To promote communication, coordination, engagement, and networking, CSBD created the EIC Directory that lists the consortium members along with their relevant details and contact information.

Mr. Mofett asked the EIC members to review the EIC member directory and if they would like their headshots updated to provide them to him or Mitchell Williams.

## **10. CSBD Infographs July 2024 – June 2025**

CSBD's Job Seeker and Employer Services Infographs were created to convey information about the delivery of our services to employers and job seekers quickly and clearly through visual elements. The infograph is ideal for enhancing our storytelling and increasing the shareability of content across various platforms.

Mr. Moffett provided an overview of the job seeker and employer services infograph.

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

The unemployment rate in Broward County was 3.8 percent in July 2025. This rate was 0.2 percentage points higher than the region's year-ago rate. In April 2025, Broward County's

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unemployment rate was 0.3 lower than the state's rate. Out of a labor force of 1,094,935, up 3,122 (+0.3%) over the year, there were 41,650 unemployed Broward County residents. The dashboard is a value-added resource allowing businesses the ability to make data-informed decisions.

Mr. Moffett encouraged the EIC members to review the economic dashboard. He mentioned that we have noticed a decline in online postings, but job postings are expected to pick up in the fall and winter months when hospitality and retail hire staff. Ms. Daniels added that unemployment has increased nationally, but Broward County's unemployment rate was still less than the national average.

**MATTERS FROM THE CONSORTIUM CHAIR:** Mr. Rocco suggested rescheduling the next EIC meeting for earlier in November, as the scheduled date is during the week of Thanksgiving. Ms. Formoso agreed.

Mr. Moffett replied that he would look at the schedule, contact Mr. Rocco with alternative dates, and then notify the EIC members of the revised date.

**MATTERS FROM THE CONSORTIUM:** None

**MATTERS FROM THE CAREERSOURCE BROWARD PRESIDENT:** None

**MATTERS FROM THE PUBLIC:** None

**ADJOURNMENT** – 1:53 p.m.

<b>THE NEXT EDUCATION AND INDUSTRY CONSORTIUM MEETING IS TO BE DETERMINED.</b>
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## Guide to Workforce Acronyms

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

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

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

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

## **CAREER AND JOB INFORMATION SOURCES**

Broward Workforce Development Board

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

Broward Intern

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

CareerSource Florida

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

Employ Florida

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

## **EMPLOYMENT AND TRAINING**

My Next Move

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

Unemployment Claims

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

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

USDOL, Employment and Training Administration

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

O\*Net

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

National Association of Workforce Boards (NAWB)

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

U.S. Conference of Mayors

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

WorkforceGPS

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

## **WELFARE TO WORK**

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

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

Joint Center on Poverty Research

<https://jointcenter.org/>

## **LABOR MARKET INFORMATION**

Bureau of Labor Statistics

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

Bureau of Economic Analysis (Dept. of Commerce)

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

Minimum Wage

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

Florida Labor Market Information

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

Labor law/Wage and Hour

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

Federal Reserve Bank of Atlanta

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

## **GENERAL**

Florida State Legislature (Online Sunshine)

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

U.S. Congress

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

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

Work Opportunity Tax Credit

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

Federal Bonding Program

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

Opportunity Zones

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

## **YOUTH WORKFORCE DEVELOPMENT**

Florida Dept. of Education

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

Youth Promising and Effective Practices Network

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

National Youth Employment Coalition

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

Employ Florida

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

## **DISABILITY**

Social Security/Work Incentives

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

Americans with Disabilities

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

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

Ticket to Work

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

## **WOMEN'S EMPLOYMENT**

U.S. Department of Labor

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

## **SENIORS**

AARP

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

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

Florida Department of Elder Affairs

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

Employ Florida Marketplace Silver Edition

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

## **VETS**

Dept. of Veteran Affairs

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

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

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

Employ Florida Vets

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