



**Broward Workforce Development Board
Executive Committee**
Monday, May 13, 2024
12:00 p.m. – 1:30 p.m.

Zoom Meeting ID: 857 6579 7791
Zoom Password: 612269
Zoom Call-In: 1 646 876 9923

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 a Zoom video conference.

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 Committee is 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.

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

SELF-INTRODUCTIONS

APPROVAL OF MINUTES

Approval of the Minutes of the 4/8 Executive Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Meeting

Pages 9 – 15

NEW BUSINESS

1. Workforce Innovation and Opportunity Act (WIOA) Reauthorization

Consideration to approve 1) CSBD Council Chair Mayor Levy signing the United States Conference of Mayors letter to the U.S. Senate addressing issues of concern in [HR 6655](#), A Stronger Workforce for America Act, which passed the House on 4/10 and 2) share the concerns with our Washington delegation. If approved by the Senate, the Bill amends the WIOA of 2014. Approved at the 5/8 Strategic Planning Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBITS	Memo #06 – 23 (LS) US Conference of Mayor's Letter

Pages 16 – 20

2. Approval of Work Experience Contract with Broward County

Consideration to approve the renewal of a non-financial WIOA Adult Work Experience contract with Broward County for their University Student Practicum Program. CSBD is the employer of record. The State’s workers’ compensation covers adult participants. Because Board Members Tara Williams and Sandy-Michael McDonald are employed by Broward County, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting. This is the first of three renewals under the current agreement. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

3. Continued Eligibility for Atlantic, McFatter, and Sheridan Technical Colleges

Consideration to approve current eligible training providers (ETPs) 1) Atlantic 2) McFatter and 3) Sheridan Technical College’s continued eligibility status beginning 7/1/24 through 6/30/26. The State requires that ETPs be renewed every 2 years. Each of these providers have met continued eligibility requirements that include, licensure, accreditation, issuance of an industry-recognized credential, and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed the applications for completeness and to ensure that CareerSource Florida requirements and board-mandated criteria are met for all three schools. Because Board Member Dr. Howard Hepburn is employed by the School Board of Broward County, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

4. Continued Eligibility for Florida Atlantic University

Consideration to approve current ETP Florida Atlantic University's (FAU) continued eligibility status beginning 7/1/24 through 6/30/26. The State requires that ETPs be renewed every 2 years. FAU has met continued eligibility requirements that include, licensure, accreditation, issuance of an industry-recognized credential, and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed the application for completeness and to ensure that CareerSource Florida requirements and board-mandated criteria are met. Because Board Member Dr. Stacy Volnick is employed by FAU, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

5. 2024 Planning Session Report

Consideration to adopt the strategic goals and objectives for program year 24/25 developed during the Broward Workforce Development Board (Board) annual planning session held on 4/25. During the session, the Board had a chance to review the year's highlights and hear from the FloridaCommerce Deputy Secretary, Ms. Lindsay Volpe. Then, the Board, Council members, and guests formed workgroups to discuss goals and objectives for the upcoming year. The planning session ended with each group reporting their recommendations.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #15 – 23 (QA)

Pages 21 – 24

6. PY 23/24 Integrative Staffing Group Contract Renewal

Consideration to approve the renewal of our contract with Integrative Staffing Group, Inc. (ISG) for PY 24/25. ISG staffs our one-stop career centers. They have provided excellent customer service and have been responsive to our needs. They are not requesting an increase to their current rate of \$85.00 per employee per pay period. Based on our current staffing level, the estimated annual cost is \$181,220. This is the second of three one-year renewals under the current procurement. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

7. One-Stop Operator (OSO) Contract Renewal

Consideration to approve the renewal of our contract with Workforce Guidance Associates, LLC. (WGA) in the amount of \$114,000 to cover the wages and benefits for Ms. Nadine Gregoire-Jackson, WGA's principal. This is a \$4,000 increase from last year. Ms. Jackson has been instrumental in our increased community outreach efforts. Ms. Jackson supervises the community liaison, assists with grant acquisition, oversees some dedicated grants, and is our OSO. This is the second and last of the renewals under the current procurement. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

8. Additional Welfare Transition Program (WTP) Funds

Consideration to accept \$100,000 in WTP funds. These additional funds will be used to enroll additional youth into the Summer Youth Employment Program. With the addition of these funds we will serve about 1,200 youth this summer.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

9. Continued Eligibility for Eleven (11) Current ITA Providers

Consideration to approve current ETPs 1) Academy of South Florida 2) Broward College 3) Concorde Career Institute 4) Florida National University 5) Florida Vocational Institute 6) Jersey College 7) Miami Dade College 8) PC Professor 9) Ruby's Academy for Health Occupations 10) South Florida Academy of Air Conditioning and 11) Southeastern College's continued eligibility status beginning 7/1/24 through 6/30/26. This is in accordance with WIOA, which requires providers to be re-evaluated and approved for continuation on the ETP List after their initial year of eligibility. All of these providers have met continued eligibility requirements that include licensure, accreditation, issuance of industry-recognized credentials, and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed the applications for completeness to ensure that CareerSource Florida requirements and board-mandated criteria are met for all schools. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

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

Consideration to approve the transfer of up to \$1,000,000 from the WIOA Dislocated Worker funding stream to the WIOA Adult funding stream. WIOA allows local boards 100% transferability between the two funding streams. We monitor the demand for services and the expenditure rate of the funding streams and we request transfer authority as needed. We are seeing more adult-eligible customers than dislocated workers. These funds will be used to provide adult customers with employment services that include 1) occupational skills training 2) work experience 3) Incumbent Worker Training and 4) On-the-Job training. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

11. Addition of Occupational Titles to the Targeted Occupation List (TOL)

Consideration to approve adding two (2) occupations to our local TOL 1) Home Health Aide and 2) Personal Care Aide. Over the year, CSBD receives input from our industry intermediaries, eligible training providers, our economist, and employers in order to evaluate our local TOL. CSBD staff has been able to establish local demand for Home Health Aides and Personal Care Aides, and both occupations meet all board-mandated criteria to be added to the TOL for Program Year 23/24. Approved at the 5/7 One Stop Services Committee meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #20 – 23 (OPS)

Pages 25 – 26

REPORTS

1. Individual Training Account (ITA) Provider Performance

CSBD conducted its semi-annual analysis of ITA provider performance and found that 1) South Florida Academy of Air Conditioning’s HVAC Maintenance Technician and 2) Sheridan Technical College - Commercial Vehicle Driving Class A programs did not achieve a 70% training-related employment rate. Per Board policy, we notified the schools and suspended referrals to these programs until such time as performance is met.

ACTION None
EXHIBIT None

2. Veterans Outreach Video

To increase awareness of CSBD veterans’ programs and services CSBD is contracting with BrandStar, one of the companies listed on the recently created videographer vendor list, to produce a 3-to-5-minute veterans’ video. BrandStar is uniquely qualified to do this as they have a history of working with veterans and veteran associations. By using visual storytelling, we will be able to convey the range of CSBD services and resources available to veterans. The One Stop Committee has recommended we also highlight veteran-friendly employers in the video. As services include work-based services, the video will also be useful in working with employers interested in hiring veterans.

ACTION None
EXHIBIT None

MATTERS FROM THE EXECUTIVE COMMITTEE CHAIR

MATTERS FROM THE EXECUTIVE COMMITTEE MEMBERS

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

<p>THE NEXT EXECUTIVE COMMITTEE MEETING IS JUNE 10, 2024</p>



Broward Workforce Development Board
Executive Committee
Monday, April 8, 2024
12:00 Noon – 1:30 p.m.

Zoom Meeting ID: 849 5348 8488
Zoom Password: 475304
Zoom Call-In: 1 646 876 9923

MEETING MINUTES

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

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

ATTENDEES IN-PERSON / VIA ZOOM: Zac Cassidy, Frank Horkey, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Sandy McDonald, Jim Ryan, Rick Shawbell, Marjorie Walters, and Heiko Dobrikow, who chaired the meeting.

STAFF: Carol Hylton, Ron Moffett, Mark Klincewicz, Rochelle Daniels, and Samantha Vazquez.

APPROVAL OF MINUTES

Approval of the Minutes of the 2/12 Combined Audit and Executive Committee meeting.

Mr. Horkey inquired if Mr. Dobrikow could second item number four if he chaired the meeting. Mr. Dobrikow stated that he did not chair the meeting on 2/12 as he attended remotely via Zoom and passed the chair of the meeting to Mr. Ryan.

Ms. Hylton explained that at the committee level, Chairs can make or second a motion. This practice allows business to be conducted at times when meetings have a limited number of members present. Ms. Daniels agreed.

On a motion made by Francois Leconte and seconded by Frank Horkey, the Executive Committee unanimously approved the meeting minutes.

NEW BUSINESS

1. Approval of Work Experience Contracts for Locality Bank

Considered approval of non-financial 1) WIOA adult work experience contract and 2) a Summer Youth Employment Program contract with Locality Bank. CareerSource Broward is the employer of record. The State's workers' compensation covers adult participants, and summer youth are covered by CSBD workers' compensation. Because Keith Costello, Board member, is a partner, and Heiko Dobrikow, Board Chair, is Chair of the advisory board and a shareholder of the Bank, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting. Approved at the 3/18 Youth Committee meeting.

Mr. Dobrikow declared conflict due to his affiliation with the Bank as a shareholder and Chair of its advisory board and turned over the conduct of the meeting to Mr. Ryan.

Mr. Ryan presented the item. There was no further discussion.

On a motion made by Frank Horkey and seconded by Dawn Liberta, the Executive Committee unanimously approved 1) a WIOA adult work experience contract and 2) a Summer Youth Employment Program contract with Locality Bank.

Mr. Ryan returned conduct of the meeting to Mr. Dobrikow.

2. Approval of Work Experience Contracts for Healthy Mothers, Healthy Babies

Considered approval of non-financial 1) WIOA adult work experience contract and 2) a Summer Youth Employment Program contract with Healthy Mothers, Healthy Babies. CareerSource Broward is the employer of record. The State's workers' compensation covers adult participants, and summer youth are covered by CSBD workers' compensation. Because Board Member Dawn Liberta is the Executive Director at the organization, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

Ms. Liberta declared her conflict and Mr. Dobrikow presented the item. There was no further discussion.

On a motion made by Frank Horkey and seconded by Dr. Lisa Knowles, the Executive Committee unanimously approved a non-financial 1) WIOA adult work experience contract and 2) Summer Youth Employment Program contract with Healthy Mothers, Healthy Babies.

3. Accept Funds for the Summer Youth Employment Program (SYEP)

Considered the acceptance of \$50,000 from the City of Dania Beach for the SYEP. The funding will serve 11 economically disadvantaged youth, aged 16-18 years old, who reside within the legal boundaries of the City of Dania Beach. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 3/18 Youth Committee meeting.

Mr. Dobrikow introduced the item and asked Ms. Liberta to present it. There was no further discussion.

On a motion made by Dawn Liberta and seconded by Francois Leconte, the Executive Committee unanimously approved the acceptance of \$50,000 from the City of Dania Beach for the SYEP.

4. Accept Donations for the Worlds of Work (WOW) Event

Considered the acceptance of \$14,500 in donations from various organizations, including a number of our board members, to support the 2024 WOW Career Exploration event. CSBD partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/14 where 9th and 10th graders from 31 high schools across the county were

invited to learn about a broad spectrum of career pathways through hands-on and virtual reality immersive exhibits. The 2024 WOW Youth Career Exploration event was made possible by the generous support of our partners, employers, education institutions, and donors. Approved at the 3/18 Youth Committee meeting.

Mr. Dobrikow introduced the item and asked Ms. Liberta if she had any further comments. Ms. Liberta stated this was an amazing event and congratulated the team on their success.

Mr. Horkey asked if these donations would be unrestricted funds or program income. Ms. Hylton informed that the funds were donated for the sole purpose of funding the WOW event and would be used to offset costs.

Mr. Dobrikow echoed Ms. Liberta's sentiment, commending Mr. Klinecicz's efforts in leading the event and the quality of exhibits which were not only informational but educational as well. Ms. Hylton added that youth were excited to go through the different booths and employers were thrilled to share the information with the youth about their industries and professions. She thanked the Board members who attended the event and stated a video of the event is in production.

Mr. Horkey lauded the WOW program book and all the pertinent information it provides to the youth, commending the CSBD and Moore collaboration team that designed it. He asked if the Broward Advisors for Continuing Education (BRACE) could have access to the book so that they could share it with the youth and their parents. Ms. Hylton stated this was a great idea and agreed to add a PDF copy of the program book to CSBD's website and inform the director of Career, Technical, Adult & Community Education (CTACE).

Ms. Hylton added that the program book strategically provides information on the broad array of certifications needed to qualify for jobs in the industries and that the youth were encouraged to share the program book with their parents.

Mr. Dobrikow stated that it would be beneficial to explore providing the school board with a digital version of the WOW guide. Ms. Hylton indicated that was a great idea.

Dr. Knowles suggested that next year we consider including career lattices, allowing youth to see potential entrance opportunities that lead to their desired positions.

On a motion made by Dr. Lisa Knowles and seconded by Frank Horkey, the Executive Committee unanimously approved the acceptance of the \$14,500 in funds donated to the WOW event.

5. Accept Donations for the 2024 State of the Workforce Event

Considered the acceptance of 1) a \$5,000 donation from the Greater Ft. Lauderdale Chamber of Commerce and 2) \$2,445 donated to CareerSource Broward through Eventbrite for a total of \$7,445. The donations will be used to offset the cost of the speaker and the AV rental costs. A number of board members also supported the event by purchasing sponsorships through our partner Chambers of Commerce and we would like to acknowledge and thank them for helping to make the event a success. Approved at the 4/1 Employer Services Committee meeting.

Mr. Leconte presented the item. There was no further discussion.

On a motion made by Francois Leconte and seconded by Zac Cassidy, the Executive Committee unanimously approved the acceptance of the \$7,445 in funds donated for the State of the Workforce event.

6. School Board Youth Contracts for Out-of-School and In-School Youth

Considered approval of contracts with the School Board of Broward County (SBBC) to serve 1) 135 Out-of-School Youth (OSY) for \$525,000 and 2) 50 In-School youth (ISY) for \$200,000 in accordance with the recommendation of the Review Committee which met on 3/12. Proposals were submitted in response to an RFP released on 1/16. Additional proposals and recommendations are addressed further in the agenda. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods. Because Board Member Dr. Peter Licata is employed with the Broward County Public Schools, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting. Approved at the 3/18 Youth Committee meeting.

Ms. Liberta presented the item. There was no further discussion.

On a motion made by Dawn Liberta and seconded by Jim Ryan, the Executive Committee unanimously approved the recommendation of the Review Committee to enter into contracts with the School Board of Broward County to serve 1) 135 Out-of-School Youth for \$525,000 and 2) 50 In-School youth for \$200,000.

7. Approval of Contract Recommendations for OSY and ISY Providers

Considered approval of contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY in accordance with the recommendations of the Review Committee which met on 3/12. Proposals were submitted in response to an RFP released on 1/16. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods. Approved at the 3/18 Youth Committee meeting.

Ms. Liberta presented the item.

Mr. Leconte asked if it was one contract with a lead agency and then subcontracted out to other agencies. Ms. Hylton clarified that these are separate youth navigator contracts.

She further clarified that the contracts with SBBC were a separate agenda item as Dr. Peter Licata is on the Board.

Ms. Hylton emphasized that CSBD will have a new youth provider this year, Harmony Development Center.

Mr. Leconte asked if the same or an adjusted dollar amount would be considered at the time of renewal next year. Ms. Hylton indicated that each year's funding is dependent on our allocation for that year.

On a motion made by Dawn Liberta and seconded by Dr. Lisa Knowles, the Executive Committee unanimously approved the recommendation of the Review Committee to enter into contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY.

8. Total Network Consulting, LLC Incumbent Worker Training Grant Application

Considered approval to award Total Network Consulting, Inc. an Incumbent Worker Training (IWT) grant in the amount of \$79,324 to train 12 employees who will receive job-related certifications. The agreement will cross program years, and we will obligate funds accordingly. In accordance with governing boards' policy, IWT grant applications of \$50,000 go to the Employer Services and the Executive Committees for consideration, with a report to the BWDB and CSBD Council of Elected Officials at their next meeting. Approved at the 4/1 Employer Services Committee meeting.

Mr. Leconte presented the item. There was no further discussion.

On a motion made by Francois Leconte and seconded by Frank Horkey, the Executive Committee unanimously approved an Incumbent Worker Training grant for Total Network Consulting, Inc. in the amount of \$79,324 to train 12 employees who will receive job-related certifications.

REPORTS

1. Broward County Economic Dashboard

CSBD created a dashboard allowing website visitors to review the current and historical economic and workforce status of Broward County. The dashboard is a value-added resource allowing businesses and those looking to move to Broward the ability to make data-informed decisions. A new tile has been added that provides a year-over-year comparison of tax and revenue data to identify trends in the hotel and lodging industry. One (1) additional tile is in development, the Business Confidence Indicator. To get baseline data for Business Confidence, CSBD, and our economist developed a survey and sent it out to employers in Broward County. We are also enlisting associations and chambers to send the survey out.

Mr. Dobrikow reviewed the economic dashboard and praised the team for maintaining current data, and highlighted that he frequently utilizes it when meeting with other organizations.

He emphasized that there is much growth in our region and that it will be worth observing the results of the 10-year affordable housing plan as well as the impact of the penetration of new technologies.

He asked for a status updating the Port of Everglades and Fort Lauderdale Airport data. Mr. Klincewicz stated he had reached out to the point persons Mr. Dobrikow had given us but had not heard back from them as of yet.

MATTERS FROM THE EXECUTIVE COMMITTEE CHAIR

Mr. Dobrikow reminded the members that the Annual Broward Workforce Development Strategic Planning Session is fast approaching and scheduled for Thursday, April 25th. He further informed that Ms. Hylton has invited external community partners to participate in the planning session.

Lastly, he shared that Board Member Shane Strum conducted a presentation at the Rotary Club where he addressed about 100 members and emphasized how CSBD is doing noteworthy work. He also mentioned the three-million grant awarded to CSBD to renovate a Broward Health building, received from the County, into a joint facility that would bring healthcare and workforce services to the healthcare desert of North Pompano.

MATTERS FROM THE EXECUTIVE COMMITTEE

Mr. Dobrikow inquired about the insights gained by the members during their recent trip to the National Association of Workforce Boards (NAWB) Forum in Washington, D.C.

Dr. Knowles indicated that despite fewer sessions than in previous years, she found the keynote speakers and the exposure to federal-local dynamics valuable. She stated that the most notable benefit was meeting the new President, Brad Turner-Little.

Mr. Cassidy indicated that much of what was presented at the forum were things CSBD has already been doing. He noted that the sessions related to apprenticeship training and infrastructure laws were beneficial.

Mr. Horkey agreed with Mr. Cassidy and suggested that CSBD consider presenting our economic dashboard at NAWB.

Dr. Knowles supported this idea, suggesting that CSBD lead a session on the economic dashboard to assist other regions.

Ms. Hylton emphasized the importance of networking opportunities provided at the forum.

Dr. Knowles suggested that CSBD leadership should inquire if there are any vacancies on the NAWB Board.

Mr. Dobrikow revisited the topic of a value proposition calculator that was inspired by the previous NAWB forum, inquiring about its development.

Ms. Hylton indicated the calculator is still a work in progress.

Mr. Dobrikow suggested that we add the topic to the Board planning session. Ms. Hylton indicated that was a great idea.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

None.

ADJOURNMENT – 12:56 p.m.

THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE HELD ON MAY 13, 2024.

Memorandum #06 – 23 (LS)

To: Executive Committee
From: Rochelle Daniels, General Counsel
Subject: WIOA Reauthorization
Date: May 9, 2024

SUMMARY

Consideration to approve 1) CSBD Council Chair Mayor Levy signing the United States Conference of Mayors (USCM) letter to the U.S. Senate addressing issues of concern in [HR 6655](#), A Stronger Workforce for America Act (ASWA), which passed the House on 4/10/24 and 2) share the concerns with our Washington delegation. If approved by the Senate, the Bill amends the Workforce Innovation and Opportunity Act (WIOA) of 2014. There are a number of issues which are summarized below. Approved at the 5/8 Strategic Planning Committee meeting.

BACKGROUND

We rely on our public interest groups, such as The National Association of Workforce Boards (NAWB), USCM through its Workforce Development Council, and the National Association of Counties to keep us informed regarding national level policies and laws that affect us at the local sub-state level.

Recently, a bill which would amend WIOA passed the House. Our public interest group partners recommend that we voice our concerns and educate the Senate HELP Committee, which will be reviewing this legislation next, with respect to three (3) aspects of the proposed bill. USCM is requesting that letters of concern be submitted to the Senate by mayors throughout the country.

DISCUSSION

Listed below are three areas of significant contention with ASWA.

1. The bill would require that 50% of WIOA Title I Adult and Dislocated Worker funds be spent on training which is very narrowly defined in the bill.

- Current law allows local elected officials and local workforce boards to determine the type and mix of services appropriate for their local areas. This allows for resources to be invested as needed based upon the local and state economy.
- Many states have passed similar policies however the states reserved the right to themselves to provide waivers, prohibited by the proposed Bill, based on local conditions. The State definition of training is broad and includes activities such as internships, supportive services, and case management, all of which contribute to participants' success.

- The 50% requirement would have the unintended consequence of limiting outreach, marketing, and recruitment needed to be able to meet the 50% requirement. These are funds used for recruitment fairs, job fairs, and education fairs.

Request to the Senate

Remove the proposed new mandate for 50% minimum expenditure on training, returning the current flexibility to the legislation so that the local system can be nimble in responding to local economic conditions. Further, any training expenditure requirement should be defined to include the cost of the wrap-around services participants need to achieve training success.

2. The Bill would increase the state set aside from 15% to 25% so states can create a critical industry skills fund to incentivize innovation.

- This new set aside would reduce the funds available to the local areas by 10% across all funding streams and would be in addition to the 25% state set aside from the dislocated worker funds for rapid response state activities.
- The state set-asides, when combined with the mandatory 50% training expenditure, result in local areas having only 25% of the allocation they currently receive to support the local workforce system.

Request to the Senate

Remove the proposed additional state 10% set-aside or increase funding to eliminate the impact on the local delivery system.

3. The Bill calls for the Governor to arbitrarily re-designate local area boundaries four (4) years after passage.

Four years following the passage of ASWA, governors are directed to re-designate local workforce areas where they can choose to 1) maintain current local areas 2) propose new areas if a majority of local boards agree or 3) if local boards don't agree, re-designate anyway along regional area boundaries.

This would remove local elected official input and agreement but still leave them liable for the funds and disregard local board input if they are not in agreement with the state. Legislatures would not consider redrawing county lines. Most local areas have long-standing organizational structures, and the new bill should not allow the system to be thrown into chaos which is what happens every time the governance structure is subject to change.

Request

Remove the proposed new redesignation process for local areas and retain the current WIOA language. Alternatively, add an option for local elected officials to be able to maintain their existing local area structure if a majority of local boards do not agree with a state's proposed re-designation plan.

RECOMMENDATION

As the work of WIOA reauthorization now shifts to the Senate 1) approve the USCM letter for signature by CSBD Council Chair Mayor Levy and 2) share these concerns with our local Washington delegation.

Attachment US Conference of Mayor's Letter



THE UNITED STATES CONFERENCE OF MAYORS

1620 EYE STREET, NORTHWEST
WASHINGTON, D.C. 20006
TELEPHONE (202) 293-7330
FAX (202) 293-2352
URL: www.usmayors.org

April 17, 2024

The Honorable Bernie Sanders
Chairman
Committee on Health, Education, Labor & Pensions
United States Senate
Washington, D.C. 20510

The Honorable Bill Cassidy
Ranking Member
Committee on Health, Education, Labor & Pensions
United States Senate
Washington, D.C. 20510

Dear Chairman Sanders and Ranking Member Cassidy:

On behalf of The U.S. Conference of Mayors, we write today to express our priorities for bi-partisan legislation reauthorizing the Workforce Innovation and Opportunity Act (WIOA). With more than 9.5 million job openings in the U.S., but only 6.5 million unemployed workers, it is critically important that Congress reauthorize federally funded job training programs that work, and promote an agenda of smart, sustainable investments in the nation's workforce to put us on a solid path for economic growth. U.S. cities require a highly-skilled, trained workforce that can compete globally, and there is nothing more important than building successful programs that support individuals in our communities to develop skills for the jobs of the future.

Strong local workforce investment boards serve as important conveners for shaping and implementing local and regional workforce development strategies to grow our economy. There are countless examples of successes from cities across the nation of industries using WIOA-funded tools such as training subsidies, skills certifications, customized recruiting events and services, job-profiling and others to ensure that jobs are created – and stay – in our city's.

Accordingly, we want to emphasize the importance of protecting a strong local governance role in reauthorization, as well as maintaining a strong business majority on streamlined local boards. These elements are critical to the implementation of local and regional workforce development strategies and essential to growing our economy. As you well know, strong private-sector led local workforce investment boards serve as catalysts and conveners, bringing employers, educators, workforce development and economic development entities together to coordinate efforts and develop a comprehensive employment strategy.

We also urge you to draft reauthorization legislation which allows for maximum local flexibility to enrich the mix of workforce and adult education services, provides more flexible training options, and allows for transitional jobs strategies suited to disadvantaged jobseekers. Mayors hear every day from our business community — of every size and industry and across the country — that they face an unprecedented challenge finding skilled workers to fill their open jobs. Accordingly, our local workforce system must be nimble, innovative, responsive and ready to design the programs necessary to meet their needs. This cannot be accomplished with oppressive top-down oversight, cumbersome reporting and performance measures, or bureaucratic red-tape. The investments in the American Rescue Plan Act (ARPA) which provided direct and flexible relief to cities to help rescue the country's economy during the COVID-19 crisis serve as a reminder that mayors can and will spend federal dollars wisely and with due diligence. Mayors know best how to solve

their community problems and meet community needs. WIOA reauthorization should ensure that mayors can do the same to meet their business needs.

A successful workforce system is also built on a foundation with clear roles and responsibilities for both states and localities, and mayors believe that this clarity is critical to success in reauthorization. Accordingly, while we appreciate the House Education and the Workforce Committee's bi-partisan efforts to renew and improve the nation's workforce system by advancing their new reauthorization bill – A Stronger Workforce for America Act (ASWA) — we have several significant concerns with the legislation as follows:

Local Workforce Area Redesignation Requirements

Halfway through the legislation's reauthorization period in ASWA, governors are directed to start a redesignation process for local workforce development areas (LDWAs). The bill provides three options:

1. Governors can propose to maintain existing LDWAs; or
2. Governors can propose new designations which require approval from all local workforce boards effect the change; or
3. Even with opposition from a majority of the local workforce development boards (LWDBs), a third option of reducing local workforce areas into single statewide areas remains. This provision circumvents the will of mayors, jobseekers and employers and eliminates local control.

The nation's mayors urge you to maintain the current local area designation language as it appears in WIOA.

New Fifty Percent Training Mandate for Adult and Dislocated Worker Funding

ASWA mandates that all local workforce boards spend at least 50% of their Adult and Dislocated Worker funds on training. The legislation narrowly defines "training" and does not include supportive or wraparound services toward the mandate. This removes local flexibility to innovate and does not allow workforce boards to design services to meet specific local needs, such as direct financial support for childcare or transportation, and will also lead to a reduction in other critical services.

The nation's mayors urge you to exclude the proposed new mandate for a 50% minimum expenditure on training, so the system can adequately meet the needs of businesses and jobseekers.

Potential Increased State Set-Aside to 25% of Total WIOA Allocations

ASWA includes language which allows for the creation of a new "Critical Industries Fund"— up to 10% of a state's allocation. This new fund, in addition to the existing Governors Reserve Fund of 15%, potentially permits a total state-level set aside of 25%, further reducing the local resources remaining to deliver the increased training services newly mandated in ASWA. Further, the legislation allows the use of other federal funding, including the governor's existing 15% reserve, to be used to meet the state's matching requirement for the creation of the Critical Industries Fund. This further erodes the ability of WIOA to leverage additional state funding for training opportunities in local areas.

The nation's mayors urge you to exclude the proposed new 10% increase in the state set-aside.

As economic stewards of cities, mayors know that helping employers secure the highly-skilled workforce they need is not a partisan issue, and we greatly appreciate your bi-partisan and bi-cameral cooperation to move this critical legislation forward. Federal workforce and adult education programs help millions of Americans find jobs, prepare for work and build the skills required for emerging employment opportunities, and they are of paramount importance as we work to secure the nation's continued economic growth.

The U.S. Conference of Mayors stands ready to work with you as you craft this critical legislation to ensure that the nation's workers have the necessary skills, and that employers have access to the skilled workforce they need, to compete in the 21st century economy.

Sincerely,

A handwritten signature in black ink, appearing to read "Kate Gallego". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the bottom of the name.

Kate Gallego
Mayor of Phoenix
Chair, USCM Jobs, Education and Workforce Standing Committee

Memorandum #15 – 23 (QA)

To: Executive Committee

From: Carol Hylton, President/CEO

Subject: Report on 2024 Broward Workforce Development Board (BWDB) Planning Session

Date: May 9, 2024

SUMMARY

Consideration to adopt the strategic goals and objectives for program year 24/25 developed during the Broward Workforce Development Board (Board) annual planning session held on 4/25. During the session, the Board had a chance to review the year's highlights and hear from the FloridaCommerce Deputy Secretary, Ms. Lindsay Volpe. Then, the Board, Council members, and guests formed workgroups to discuss goals and objectives for the upcoming year. The planning session ended with each group reporting their recommendations.

BACKGROUND

This year's annual planning session was held on 4/25, during which our governing boards discussed workforce issues affecting our community and strategized on goals for the upcoming year. 27 Board, Council members, and guests attended.

Council Chair and Hollywood Mayor Josh Levy opened the planning session, and Board Chair Heiko Dobrikow and CSBD President/CEO Carol Hylton welcomed the members and guests. We then heard from Ms. Lindsay Volpe, FloridaCommerce Deputy Secretary, who provided perspective regarding the current state and future of the workforce. Other guests included Ms. Germain Smith-Baugh, CEO of the Urban League of Broward County; Ms. Jennifer O'Flannery-Anderson, CEO of the Community Foundation of Broward; Mr. Joe Cox, CEO of the Museum of Discovery and Science; and Ms. Monica Cepero, Broward County Administrator, in addition to CSBD staff.

DISCUSSION

Following CSBD President Carol Hylton's presentation of the year's highlights, BWDB members and guests separated into two workgroups to discuss the thought questions and brainstorm ideas that form the basis for the Board's goals and objectives for the upcoming year. Each workgroup reported on its recommendations. The recommendations have been combined to eliminate duplication and are presented below.

1. Upskilling and Reskilling our Workforce - As conveners of workforce services what can CSBD do to educate employers and assist in upskilling their workforce?

- Explore creating podcasts and/or lunch and learns for employers.
- Consider inviting board members who are subject matter experts to present to employers using venues such as podcasts, lunch and learns, and workforce Wednesdays.

2. Connecting more effectively with local elected officials and educating them on our services - What additional strategies can be employed to educate our community partners and local delegation regarding CSBD's work and services?

- Continue on the path set in 23/24.
- Consider outreach to additional groups such as the Rotary Club, Toastmasters, smaller chambers, PTAs, or faith-based organizations.
- Continue to expand the use of social media and research methods to measure the impact through a unique QR code or other mechanism.
- Explore additional ways to share information regarding our services with all 31 Broward cities and all 17 chambers.
- Consider ways to build on our relationship with Broward County and, as they identify workforce needs, seek ways to partner.

3. Automation, AI, and robotics are raising demand for people with the technical skills in these occupational areas.

a) How can we encourage in-school youth (ISY) and out-of-school youth (OSY) to enter into these occupations?

- Research NOVA's robotic bus to see if we can develop partnership opportunities.
- Consider ways to partner with the Museum of Discovery and Science to present careers and sustainable jobs in aviation, marine, and environment industries.
- Explore ways to dialog with younger youth (late elementary and middle school), their teachers, and parents to encourage career/job exploration.
- Consider creating a presence in the library or malls, such as strategically placed kiosks.
- Consider additional ways to reach out to caregivers and parents as a way to inform youth about locally in-demand and emerging occupations.
- Market career ladders and career pathways in emerging occupations, such as AI, to create a more resilient economy.

b) Given that job skill requirements are rapidly changing, what initiatives should we consider to assist employers and job seekers so that they can remain competitive?

- Explore alternative ways to market Incumbent Worker Training to employers to provide additional upskilling for OSY they hire.
- Explore opportunities to work with local education partners to bring training for emerging occupations, such as Robotics and AI.
- Explore marketing campaigns targeting distressed communities to engage barriered populations to make them aware of our services, including occupational and work-based training.
- Research partnering with bigger companies to create training courses on emerging jobs within these industry sectors (i.e., Apple, Amazon).

4. Ambassadors in the community - What are some ways Board members can promote CSBD to the business community?

- Continue to use testimonials and real examples from customers and employers.
- Create a social media kit that board members can use.
- Produce short videos to highlight services.
- Create and send a link to board members to be added to members' signature lines in their work emails as a way to promote CSBD.

- Consider forwarding Outlook invites to the board members for CSBD events that may be of interest to them and encourage members to share with fellow business leaders.
- Forward upcoming business events and meetings board members may receive to CSBD so that we can make arrangements to attend if it will further our goals and objectives.

5. New economic needs are creating new opportunities - What additional strategies can CSBD adopt to support economic growth through communication, coordination, and collaboration among employers, economic development, and community partners?

- Continue to strengthen bonds that we have already established.
- Explore partnerships with Small Business Development Committees, colleges, and universities like FAU and SCORE.
- Research ways to reach small businesses (consider attending a small business summit) and consider how to be more of a resource to small businesses (businesses with at least 3 employees), particularly those that have not used our services, and develop a different service package for them.
- Determine the feasibility of approaching small business and start-up entrepreneur lenders to explain our services and pass information about our services to their customers.
- Consider sharing the success of the partnership with the Greater Fort Lauderdale and Hollywood Chambers of Commerce to get other chambers to share our services with their businesses.
- Explore developing a survey for organizations, chambers, etc., to learn about their engagement with CSBD and their additional needs.

6. Making employers aware of the value proposition they can gain by using our services - Based on the value proposition provided below, is introducing a value proposition to employers a good idea?

Let CSBD increase your bottom line by:

- ✓ \$8,830 that CSBD will incur on your behalf for candidate recruitment **every time** we fill your vacancy or \$10,000 when you participate in a Job Fair.
- ✓ \$16,990 **every time** you engage an intern whose wages are paid by CSBD.
- ✓ \$19,000 **per employee** when CSBD fills your vacancy through our On the Job/ Apprenticeship training program where up to 75% of the employee wage is paid by CSBD.
- ✓ \$4,000 (est.) **per employee** when CSBD trains your current labor force through our Incumbent Worker Training Grant.

Is the above suggestion a good option? Are there other options we should consider?

- Yes, this should be considered, as it will help employers to understand the value instead of “free” services.
- Consider building an interactive landing page with a calculator marketing our value proposition on the CSBD website. The user can use the tool to calculate our value. Example: 2 interns or OJTs will provide this much value to your company.
- Explore contracting a marketing company to simplify our message.
- Include testimonials and real examples from customers and employers.
- Post testimonials from employers on our website so others will learn of the value of our services.
- Make sure our language is understandable to our audience, using plain talk and simplification.

- Research employers who recently started a business in Broward and meet with them to engage in our services.

7. Our organization's vision and mission statement - Are any changes or modifications needed to our vision and mission statements or to the Board's goals at this time?

- No suggestions were received from either workgroup.

EVALUATION

Every year, the attendees at the Board planning session are provided with an evaluation, so CSBD staff can gauge the success of the planning session. Based on the evaluation results obtained from the members, 100% of the respondents were **very satisfied** overall with this year's planning session. Some of the comments received, in which satisfaction was expressed, included:

- The breakout sessions are always productive, great content and the review presentations are also notable.
- The interaction in our breakout group was fantastic.
- Great team participation in the breakout sessions.
- The wonderful collaboration, networking, great guest speaker, and focused direction for moving forward.
- Great content and planning.
- New and innovative ideas.
- Thank you very much for the productive retreat experience and the great food.
- Carol and her team are great! Let's hear it for the staff!!

The board planning concluded with Heiko Dobrikow and Carol Hylton providing closing remarks and thanking the Board and staff. Carol also reminded the Board that the recommendations would be presented at the next Board meeting, after which the goals and objectives will be incorporated into the matrices of the various board committees to work on during the year.

RECOMMENDATION

That the Board adopt the strategic objectives.

Memorandum #20 – 23 (OPS)

To: Executive Committee

From: Carol Hylton, President/CEO

Subject: Addition of Occupational Titles to Current Targeted Occupation List

Date: May 8, 2024

SUMMARY

Consideration to approve adding two (2) occupations to our local Targeted Occupations List (TOL) 1) Home Health Aide and 2) Personal Care Aide. Over the year, CSBD receives input from our industry intermediaries, eligible training providers, our economist, and employers in order to evaluate our local TOL. CSBD staff has been able to establish local demand for Home Health Aides and Personal Care Aides, and both occupations meet all Board-mandated criteria to be added to the TOL for Program Year 23/24. Approved at the 5/7 One Stop Services Committee meeting.

BACKGROUND

In compliance with the Workforce Innovation and Opportunity Act (WIOA), the TOL governs the provision of the WIOA-funded training programs being offered to individuals needing training assistance within the workforce system. Once the TOL is approved by the Board, it becomes final and requires no further ratification by the CareerSource Florida, Inc. Board of Directors. The CSBD governing boards may approve changes and add new occupations to the TOL throughout the year. The occupation must meet all of the following criteria:

1. Have a minimum of twenty-five job openings in Broward County in the past ninety days
2. Have an entry wage rate equal to or greater than the Broward County TOL wage rate of \$13.97
3. Require more than a high school diploma but less than a Master's degree and
4. Require occupational training at a minimum that results in a postsecondary adult vocational training certificate, college credit certificate, applied technology diploma, Associate of Science degree, or Bachelor of Science degree.

DISCUSSION

The Board may approve adding new occupations to the TOL at any time throughout the year. To fulfill our role as workforce convenors, CSBD receives input from our industry intermediaries, eligible training providers, and employers over the year to evaluate our local TOL.

During our recent review, we established that Home Health Aide and Personal Care Aide meet the criteria outlined in the Background and in the table below.

Occupation	Entry Wage	Job Openings Within the Last 3 Months	Credential	Description
Home Health Aide	\$15.00	>25	Certificate / Diploma	Monitor the health status of an individual with disabilities or illnesses and address their health-related needs, such as changing bandages, dressing wounds, or administering medication. Provide assistance with routine healthcare tasks or activities of daily living. Work is performed under the direction of offsite or intermittent onsite licensed nursing staff.
Personal Care Aide	\$15.00	>25	Certificate / Diploma	Provide personalized assistance to individuals with disabilities or illnesses who require help with personal care and activities of daily living support. Work is performed in various settings depending on the needs of the care recipient and may include locations such as their home, or at a daytime nonresidential facility.

CSBD recommends approval of these additions to our local area's TOL for PY 23/24. If approved, we will notify the State.

RECOMMENDATION

Approve adding 1) Home Health Aide and 2) Personal Care Aide to our local Targeted Occupations List for PY 23/24.