



Broward Workforce Development Board
One Stop Services Committee
Tuesday, May 4, 2021
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 853 4719 7348
Zoom Password: 354548
Zoom Call in: +1 646 876 9923

VIRTUAL MEETING

Due to Coronavirus, in the interest of keeping our board, staff, and public safe this meeting is being held via a Zoom video conference. Please do not attend in person.

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.

M E E T I N G A G E N D A

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

APPROVAL OF MINUTES

Approval of the Minutes of the 2/2/2021 One Stop Services Committee Meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Meeting

Pages 7 – 13

NEW BUSINESS

1. Summer Youth Work Experience Contract Approval for Riverside Hotel

Consideration to approve a Summer Youth Employment Program (SYEP) contract with Las Olas Company dba Riverside Hotel for summer 2021. Riverside Hotel has requested eight youth. The SYEP contracts are non-financial as entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board member, Heiko Dobrikow is employed by the Riverside Hotel a 2/3 vote of the Board members present at a meeting with an established quorum is required.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #57 – 20 (OPS)

Page 14

2. Work Experience Contract with Broward Education Foundation

Consideration to approve a Workforce Innovation and Opportunity Act Youth Work Experience contract with the Broward Education Foundation, Inc. for Program Year 21-22. This contract is non-financial as CSBD is the employer of record. Because Board member Frank Horkey is a member of the BEF Board of Directors, a 2/3 vote of the Board members present at a meeting with an established quorum is required.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #59 – 20 (OPS)

Page 15

3. Additional WIOA Dislocated Worker Funds

Consideration to accept \$28,438 in WIOA Dislocated Worker funds for the current Program Year, 20-21. Funds will be used to provide assessment, referrals for placement, and training opportunities for customers.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #60 – 20 (OPS)

Pages 16

4. New State Policy Affecting WIOA Performance Measures

Following a review by the USDOL, DEO is changing the way in which participant activities are recorded. Local area ability to manage participant exits will be reduced. DEO is therefore recommending all local areas exit cases prior to 6/30/21, based upon their 1) longevity in the system 2) minimal progress or 3) evidence of disengagement. This will limit the impact on performance to 1 year instead of 2 years when the changes to Employ Florida take effect. We have done an analysis of the caseloads and this will minimally affect adult/dislocated worker performance but will impact youth performance. CSBD has developed nine (9) strategies we are implementing with the providers to support the youth who will be exited into follow up services. Youth will receive 12 months of case management, supportive services, and referral to community resources. Consideration to approve actions necessary to comply with DEO guidance.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #15 – 20 (LS)

Pages 17 – 19

5. PY 21 – 22 Broward College Out of School Youth (OSY) Contract Renewal

Consideration to approve the renewal of the Broward College (BC) OSY contract for PY 21–22 in an amount not to exceed of \$540,000, subject to negotiation, to serve 120 youth. This is the same amount as last year. This is the second renewal under the current contract. Since Board member, Dr. Mildred Coyne, is employed by BC this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #48 - 20 (OPS)

Pages 20 – 22

6. PY 21 – 22 School Board of Broward County Out of School Youth Contract Renewal

Consideration to approve the renewal of the School Board of Broward County’s (SBBC) OSY contract for program year (PY) 21 – 22, not to exceed \$600,000, and subject to negotiation to serve 135 youth. This is an increase of \$50,000 to cover the cost of 1) a Recruiter and 2) master tutors. As only school board personnel have access to student records, the Recruiter will be able to recruit for both the SBBC and Broward College. The master tutors are needed to work with youth to better prepare them to pass the GED exam. This is the second renewal under the current contract. Since Board member, James Payne, is employed by the SBBC, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #47 - 20 (OPS)

Pages 23 – 25

7. PY 21 – 22 Navigator Out of School Youth Contract Renewals

Consideration to approve PY 21 – 22 renewals for the 3 OSY Navigator programs. The providers have submitted funding requests which are all subject to negotiation upon governing boards’ approval as we traditionally do. The amounts which are increases from last year are as follows: 1) Helping Abused Neglected Disadvantaged Youth \$130,750 2) The Fort Lauderdale Independent Training and Education \$234,794 and 3) The Center for Independent Living, Broward for up to \$60,000. This is the second renewal under the current contract.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #49 - 20 (OPS)

Pages 26 – 28

8. Renewal of First Staff DBA EmpHire Staffing, Inc., Contract

This is to recommend the renewal of the First Staff dba EmpHire Staffing, Inc. contract for PY 21-22. EmpHire staffs our one stop career centers. They were selected as a result of a Request for Proposals released in PY 17 - 18. They meet all of our financial and personnel requests and work to keep benefit and insurance costs contained. Their fee remains the same as last year at \$66.50 per employee, per pay period for a total fee of approximately \$183,274. This is the third and last renewal under the current procurement.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #04 – 20 (HR)

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9. Contract Renewal for a One-Stop Operator

Considerations to 1) renew the contract with Workforce Guidance Associates, LLC to continue as the One-Stop Operator and 2) budget up to \$56,000.00. This is the same amount as last year. CSBD is pleased with the work Ms. Jackson has accomplished thus far and we are recommending continuing our contract with Workforce Guidance Associates, LLC. This is the second and last renewal under the current procurement.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #61 – 20 (OPS)

Pages 30 – 31

10. PY 2021-2022 Preliminary Budget

The Preliminary Budget being presented reflects an overall decrease of 4.9% in formula and carryforward funds. The total amount of that we project to be available in PY 21-22 is \$19,229,696 as compared to \$20,218,995 actual in PY 20-21. The budget continues to emphasize investments in customer training and getting unemployed people to work and aligns with WIOA and achieving Board strategic initiatives and key business results. CSBD recommends acceptance and approval of the preliminary PY 21-22 budget.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #09 – 20 (FS)

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REPORTS

1. Monthly Performance Report

The current performance for the month of March is provided. March's data reflects that within the Big 7 Regions CSBD is in a three-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st in Wagner Peyser EER and WTP Two Parent Participation, ranks 2nd in Veterans EER, WTP EER and WTP All Family Participation. (Since the end of March 2020, participants for WTP have been on a waiver and not required to participate; therefore the reported performance is only applicable to months when there was reported activity.)

ACTION Review
EXHIBIT Performance Report for March

Pages 40 – 51

2. Broward County and Florida Unemployment Information

The unemployment rate in Broward County for March 2021 was 5.3% compared to 5.1% in February 2021 and 5.9% in March 2020. The state unemployment rate is 5.3% compared to the national rate of 6.2%. In March 2021 nonagricultural employment in the Ft. Lauderdale-Pompano Beach–Deerfield Beach Metro Division was 815,700, a decrease of 46,800 jobs (-5.4%) over the year.

ACTION Discussion
EXHIBITS Broward County Labor Market Information
Florida Employment and Unemployment Press Release 4/16/21

Pages 52 – 57

MATTERS FROM THE ONE STOP SERVICES COMMITTEE

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE NEXT COMMITTEE MEETING IS SCHEDULED FOR TUESDAY, 6/8/2021 AT 12:30 P.M.
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**Broward Workforce Development Board
One Stop Services Committee
Tuesday, February 2, 2021
12:30 p.m. – 2:00 p.m.
Zoom Meeting ID: 896 8296 3505
Zoom Password: 372069
Zoom Call in: 1-646-876-9923**

MEETING MINUTES

Due to COVID-19, in the interest of keeping our committee members, staff, and public safe, this meeting was held via Zoom.

THE COMMITTEE WAS REMINDED OF CONFLICT OF INTEREST PROVISIONS.

ATTENDANCE:

One Stop Services Committee Members: Rick Shawbell, Gary Arenson, Cassandra Evans, Ann Deibert, Marjorie Walters and Cynthia Sheppard.

Staff: Carol Hylton, Ron Moffett, Kimberly Bryant, Christine Azor, Barbara Cevieux, Elisha Westfall and Mitchell Williams.

Guests: Andree Garnier, Kirk Brown, Brian Johnson, Andrew Jarcas, Olivia Sarson, Carlos Rodane, and Charlene Talbot.

APPROVAL OF MINUTES

Approval of the Minutes of the 12/1/2020 One Stop Services Committee Meeting.

On a motion by Cassandra Evans and seconded by Ann Deibert the One Stop Services Committee unanimously approved the minutes of the 12/1/2020 One Stop Services Committee Meeting.

NEW BUSINESS

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

Consideration to approve the transfer of up to \$1,800,000 from the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker funding stream to the WIOA Adult funding stream. WIOA allows local boards 100% transferability between the two funding streams. We monitor the demand for services and the expenditure rate of the funding streams and we request transfer authority as needed. These funds will be used to provide Adult customers with employment services that include 1) occupational skills training 2) work experience and 3) On-the-Job training.

Ron Moffett explained periodically we come to the One Stop Services Committee and the Board to approve the transfer of WIOA Dislocated Worker funding to the WIOA Adult Funding stream. WIOA allows for 100% transferability so local areas can serve the maximum number of customers. Due to COVID, DEO received a number of National Emergency grant funds for Dislocated Workers and because these funds are time limited and more restricted, a number of customers scholarships were shifted to the National Dislocated Worker Grant fund.

Ron explained in the True Up budget we have over \$1,600,000 in National Dislocated Worker grant funds. Due to an increase in WIOA Adult customers and to serve the maximum number of WIOA eligible customers, CSBD is requesting approval to transfer up to \$1,800,000.

On a motion by Marjorie Walters and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the Transfer of up to \$1,800,000 WIOA Dislocated Worker Funds to WIOA Adult Funds.

2. Program Year (PY) 20-21 Revised Budget

This is our annual update from the preliminary budget presented in May. It is the adjusted budget based upon the final grant awards received by CSBD. The CSBD formula grants for PY 20-21 total \$20,190,557, a slight decrease of \$2,749 or -0.01% from the planning numbers presented in May. Dedicated grants total \$5,144,403. Total available budget (\$20,190,557 + 5,144,403) is \$25,334,960 for PY 20-21.

Carol explained for PY 20-21 formula grants total \$20,190,557, a slight decrease of \$2,749 from the planning numbers previously presented. Dedicated grants total \$5,144,403. If we total our dedicated grants with our PY formula funds, we have \$25,334,960 available for PY 20-21. This budget does not include the general funds; they are reported separately. We maintain a 9% administrative cap; however statutory limits for administration are 10%.

Additionally, we spent a minimum of 30% as required in WIOA Adult and Dislocated Worker on training. In dedicated grants, we received an additional \$45,000 from the Children Services Council for this summer due to the minimum wage increase. The City of Fort Lauderdale is dedicating \$190,000 for SYEP and we have the Re-Employment Services and Eligibility Assessment (RESEA) with an addition of almost \$67,000.

We also applied for and received a new grant for an Apprenticeship Navigator, which their role is to develop registered apprenticeship programs. Working with Rick Shawbell, we developed and placed nine apprentices over the last few months into Electrical Apprenticeship programs, and we are looking forward to expanding that.

Carol explained the variance of the preliminary to actual budget. Looking at the formula funding streams, we did get more youth funds than anticipated, so the funds were moved into work-based training, ITA's, and program support. The Board previously approved an additional person for the FLITE center. In the program support staff budget, primarily the EmpHire contract, additional funds were allotted for staff.

Facilities and related cost is \$177, 561 less, as shifting to virtual tools have saved us on the use of supplies. We refreshed the centers last year so we did not need additional funds for that.

In Contracts, the additional dollars are for the FLITE Center that the Board approved last June. We allocate a small amount of funds for WTP Job Club motivational speakers and our One Stop Operator. In Trainings we added an additional \$113,741 for work-based activities, OJT's, WEX and ITA's.

Carol explained for Participant Support Services there was a slight reduction primarily due to the state waiver. Customers are not required to participate; therefore, we are not using the services as much as we normally would use them.

Carol explained the Budget Summary indicates where our decreases and increases were, with a slight decrease of \$2,749. Carol stated we are in good shape as we move forward to be able to help Broward recover from the pandemic. We are mindful in ensuring the budget funds go where they are needed the most.

On a motion by Cassandra Evans and seconded by Cynthia Sheppard, the One Stop Services Committee unanimously approved the Program Year (PY) 20-21 Revised Budget.

3. Addition of New Courses for Existing Eligible Training Provider – Broward College

Consideration to approve two training programs at Broward College to the Workforce Innovation and Opportunity Act Individual Training Account list 1) Medical Assistant and 2) Medical Billing. Since Board member, Dr. Mildred Coyne, is employed at Broward College and Board Member, Francois LeConte, serves on the Broward College Business Advisory Committee, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

Gary Arenson stated the recommendation to approve two training programs at Broward College for Medical Assistant and Medical Billing must be approved by a 2/3 vote of the Board members since Board member, Dr. Mildred Coyne, is employed at Broward College and Board member, Francois LeConte, serves on the Broward College Business Advisory Committee.

Kim Bryant explained this is a motion to approve two new training programs for Medical Assistant and Medical Billing for Broward College. Broward College is one of our approved training providers on our ITA List. The programs are short term that will prepare students for occupations listed on our Targeted Occupation List and upon completion the students will receive their credential to boost their employability and help get them into a position in the medical field. Kim explained CSBD will limit enrollment into these programs to 10 participants until performance is met.

On a motion by Rick Shawbell and seconded by Ann Deibert, the One Stop Services Committee unanimously approved the Addition of New Courses for Existing Eligible Training Provider, Broward College.

4. Addition of New Courses for Existing Eligible Training Provider – McFatter Technical College

Consideration to approve two rapid credentialing programs at the School Board of Broward County's McFatter Technical College to the Individual Training Account list 1) Electrocardiograph Technology program for WIOA and 2) Patient Care Technician for the WTP ITA list. Since Board member, James Payne, 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.

Kim Bryant explained McFatter Technical College applied to add two new rapid credentialing programs to our WIOA ITA list, Electrocardiograph Technology, and Patient Care Technician for the WTP ITA list. Kim shared McFatter has been a long-term approved eligible provider and both programs will prepare students for occupations in the medical field on our Targeted Occupation List. Kim explained CSBD will limit enrollment into these programs to 10 participants until performance is met.

Cassandra Evans stated she supports the idea and inquired on the need or interest from the students for these courses and why are we set the benchmark with 10 participants. Carol stated when we add programs we limit it to 10 participants to gauge performance to ensure those who are going in are successful. The occupation for which the training program support currently has over 25 job openings in Broward County, which warrants the need for it, and it's a short-term program to make sure they won't graduate to an oversaturated job market. Gary Arenson asked if there has to be a need to get on the ITA list and Carol stated yes.

On a motion by Marjorie Walters and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the Addition of New Courses for Existing Eligible Training Provider McFatter Technical College.

5. Memorandum of Understanding Between CSBD and the Urban League of Palm Beach

Consideration of entry into a Memorandum of Understanding (MOU) as required under the Workforce Innovation and Opportunity Act with the Urban League of Palm Beach County, which became a mandatory one-stop partner when they were awarded a Title V Senior Community Services Employment Program discretionary grant by the US Department of Labor.

Gary Arenson asked what about the Urban League of Broward County? Carol explained the Urban League of Palm Beach County became a mandatory one-stop partner when they were awarded a Title V Senior Community Services grant, which covers Palm Beach and Broward County.

The Urban League of Palm Beach County applied for the grant, but the Broward County Urban League did not. Carol stated we have AARP, which is also in this category and primarily serves the south part of Broward. Urban League of Palm Beach County would work with and serve the north part of Broward. Carol explained as part of the infrastructure, the Urban League of Palm Beach will have to pay to maintain their presence on CSBD's website. The MOU covers the description of the services provided through the One Stop.

On a motion by Ann Deibert and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the Memorandum of Understanding Between CSBD and the Urban League of Palm Beach

6. Continued Eligibility for Jersey College & Connecticut School of Broadcasting

The Workforce Innovation and Opportunity Act requires eligible training providers (ETP) to submit new applications every two years to remain on the ETP list. Current ETPs, Jersey College and Connecticut School of Broadcasting, have met the application renewal requirements. The courses for both ETPs have already been approved by the board and will remain on the ITA List as long as they meet performance and the occupations remain in-demand and on the Targeted Occupations List. CSBD recommends renewal of Continued Eligibility status for 1) Jersey College for the next two-year period beginning 04/04/21 through 04/04/23 and 2) Connecticut School of Broadcasting for the next two-year period beginning 02/26/21 through 02/26/23.

Kim Bryant explained that WIOA requires that eligible training providers submit new applications every two years. Jersey College and Connecticut School of Broadcasting's training programs have been approved by the Board and they are on our ITA List and the schools want to remain on the Eligible Training Provider List and continue to partner with CSBD. The students are doing well and they are currently meeting performance requirements.

On a motion by Richard Shawbell and seconded by Cynthia Sheppard, the One Stop Services Committee unanimously approved the Continued Eligibility for Jersey College & Connecticut School of Broadcasting.

REPORTS

1. Accept Funds for the CSBD Apprenticeship Navigator

Acceptance of \$75,000 from the Florida Department of Economic Opportunity to fund an apprenticeship navigator position. CSBD applied for the grant to work with our targeted industries and educational partners to identify and develop registered apprenticeships. We were notified on 12/3 that we were awarded \$75,000. Approved at the 12/7 Employer Services Committee.

Kim Bryant explained CSBD received \$75,000 for an Apprenticeship Navigator position, we plan to have the navigator bridge the gap for customers who are interested in apprenticeships and make the process easier to get into them quickly.

Richard Shawbell asked about the hiring and advertisement process. Carol explained that the navigator will be a CSBD employee, and we will share the job description with Richard for his input. She explained this is an earn-while-you-learn program and a great way to help people who are currently unemployed to get back to earning a good living with the ability to be able to move up. Richard shared that apprenticeships have been a hot topic and with the pandemic he has had more applicants than in the past due to people having to choose different career paths. He stated classes have started in January, and out of 28 there are three women and

two of them are veterans. Carol and Richard agreed to have a discussion on this topic at another time and to explore other non-traditional ways of trying to get more women in the profession as well. Richard stated they are always looking of ways to advertise and think outside of the box to get more people.

2. Individual Training Account (ITA) Provider Performance Summary

CSBD conducted its semi-annual analysis of ITA provider performance in January and found 1) South Florida Academy of Air Conditioning's HVAC Residential & Lt. Commercial Technician and 2) The Academy of South Florida's Cloud and Network Security Administrator programs did not achieve a 70% training-related employment rate. Per Board policy, we suspended referrals to these programs and notified both schools.

Richard Shawbell asked how is the 70% training-related placement rate measured and gauged. Kim explained it measures for those who complete the training program, graduate and receive their certification, and then the school has six months to place the participant in a job related to the training they received. If at least 70% of the customers are not placed into training-related jobs, they are removed from the list. Kim stated we continue to work with the providers; should they have additional hire information that was not submitted, they are allowed to submit it and we would be able to put them back on the list.

Carol stated it allows the provider time to focus on those who are still unemployed to see if they need to bring them back in for additional training and work with us to see how we can help. The Board has said once they meet the criteria again, we can add them back to the list without waiting for the next meeting so it doesn't hold them back.

3. Monthly Performance Report

The current performance for the month of December is provided. December's data reflects that within the Big 7 Regions, CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 2nd in Wagner Peyser and Veterans EER and ranks 3rd for Welfare Transition EER and All Family Participation. (Since the end of March 2020, participants for WTP have been on a waiver and not required to participate; therefore, the reported performance is only applicable to months when there was reported activity.)

Carol Hylton reminded everyone that WTP has been on a waiver since March 2020. Gary asked if that was why the chart that dropped to zero and Carol stated yes, because they are not participating. Carol stated we are working with them to get participants to volunteer and we have a growing number who are participating; although, they are not required and it will help, since when the waiver ends we will be able to get the ball rolling faster.

4. Broward County and Florida Unemployment Information

The unemployment rate in Broward County for December 2020 was 6.6% compared to 7.0% in November 2020 and 2.6% in December 2019. The state unemployment rate is 6.1% compared to the national rate of 6.7%.

Carol stated in July we were at 13.1% and we are now at 6.6%. Now that the COVID vaccine is available, we are hopeful as more people become vaccinated employers, including

hospitality industry, will pick up. We are encouraging those who are unemployed go into our rapid credentialing programs or shift to healthcare and finance, which are growing industries. Carol stated we are doing our best to partner to make sure those who are unemployed get employed in the shortest time possible.

5. One Stop and Board Member Resignation

Dr. Gertrudis Perez-Dusek has notified CSBD she is resigning from the Board and the One Stop Services Committee.

MATTERS FROM THE ONE STOP SERVICES COMMITTEE

NONE

MATTERS FROM THE FLOOR

NONE

MATTERS FROM THE PRESIDENT/CEO

The WEX program had many employers that shifted to virtual so it has been challenging for youth to obtain a work experience. Recently, there has been an increase, which is positive. We recently purchased a virtual learning platform called 14Elements that provides soft skills and work readiness trainings as an additional beneficial learning platform for the youth. The platform provides a form of online work experience. Our youth providers are working very hard to ensure our youth are moving through the program and are able to exit successfully. Carol commended the youth providers on their time and effort.

Carol shared we have started recruitment for the Summer Youth Employment Program (SYEP) and we have around 1,500 kids, currently. The application for SYEP is open until February 19, 2021, and we are looking for worksites but it has been challenging since not all worksites are ready to open their doors to youth. Carol stated we will send out the SYEP fliers to the Board.

Carol shared we recently hosted a virtual job fair with Tesla for solar roof installers. We had over 50 candidates attend. We are also working with the Seminole Hard Rock Hotel and Casino to do a virtual job fair and are posting their job orders. Further, we are scheduling a job fair with Amazon for warehouse associates for their new distribution center.

ADJOURNMENT 1:15 P.M.

THE NEXT COMMITTEE MEETING IS SCHEDULED FOR TUESDAY, 4/6/2021, AT 12:30 P.M.

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Memorandum #57 – 20 (OPS)

To: One Stop Services Committee

From: Carol Hylton, President/CEO

Subject: Summer Youth Work Experience Contract Approval for Riverside Hotel

Date: April 28, 2021

SUMMARY

Consideration to approve a Summer Youth Employment Program (SYEP) contract with Las Olas Company dba Riverside Hotel for summer 2021. Riverside Hotel has requested eight (8) youth. The SYEP contracts are non-financial as entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board member, Heiko Dobrikow is employed by the Riverside Hotel we are following our conflict of interest policy and requiring a 2/3 vote. Mr. Dobrikow, will need to declare a conflict of interest.

BACKGROUND

The Las Olas Company dba Riverside Hotel would like to participate in the 2021 SYEP funded by a grant from the Children Services Council of Broward County. Wages for youth interns in CSBD/CSC 8-week summer program are subsidized and paid 100% by CSBD through the grant.

DISCUSSION

The summer program contracts provide for a private, public or not-for-profit entity to serve as a host worksite for summer youth interns. The agreements are non-financial as CSBD is the youths' employer of record and assigns the youth to the various host worksites.

The Riverside Hotel will host up to 8 youth. As the Riverside Hotel is represented by Mr. Heiko Dobrikow on the Board, we are following our conflict of interest policy and requesting a 2/3 affirmative vote of those present. Mr. Dobrikow, will need to declare a conflict of interest.

RECOMMENDATION

Approve the non-financial SYEP contract with Riverside Hotel for summer 2021.

Memorandum #59 – 20 (OPS)

To: One Stop Services Committee

From: Carol Hylton, President/CEO

Subject: WIOA Youth Work Experience Contract Approval for Broward Education Foundation, Inc.

Date: April 29, 2021

SUMMARY

Consideration to approve a Workforce Innovation and Opportunity Act (WIOA) Youth Work Experience (WEX) contract with the Broward Education Foundation, Inc. (BEF) for Program Year (PY) 21-22. WEX contracts are non-financial as CSBD is the employer of record. Because Board member Frank Horkey is a member of the BEF Board of Directors, a 2/3 vote of the Board members present at a meeting with an established quorum is required.

BACKGROUND

The BEF has been a Work Experience site for the WIOA Youth program since 2017.

DISCUSSION

Youth assigned to the BEF obtain skills on how to maintain detailed and accurate inventories of merchandise in a warehouse setting. CSBD and the BEF would like to continue this successful partnership for PY 21-22. Because Frank Horkey is on the board of the BEF and also a Broward Workforce Development Board member he must declare a conflict of interest if present and the contract must be approved by a 2/3 vote of the majority of the board after a quorum is seated.

RECOMMENDATION

Approve the recommendation to enter into a non-financial Work Experience contract with the Broward Education Foundation, Inc. for PY 21-22.

Memorandum #60 – 20 (OPS)

To: One Stop Services Committee

From: Carol Hylton, President / CEO

Subject: Additional Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Funds

Date: April 27, 2021

SUMMARY

Consideration to accept \$28,438 in WIOA Dislocated Worker (DW) funds for the current Program Year, 20-21. Funds will be used to provide assessment, referrals for placement, and training opportunities for customers.

BACKGROUND

From time to time the state increases our formula allocation with a supplemental award. These funds are added to our budget and used for the same categories of expenditures as all other formula funds.

DISCUSSION

The funds will allow us to increase services to our dislocated workers and to provide hard and soft skill assessments, training, job development and placement to participants.

RECOMMENDATION

Accept additional funding of \$28,438 in WIOA DW funds.

Memorandum #15 – 20 (LS)

To: One Stop Services Committee
Through: Carol Hylton
From: Rochelle Daniels
Subject: New State Policy Affecting WIOA Performance Measures
Date: April 27, 2021

SUMMARY

Following a review by the USDOL, DEO is changing the way in which participant activities are recorded. Local area ability to manage participant exits will be reduced. DEO is therefore recommending all local areas exit cases prior to 6/30/21, based upon their 1) longevity in the system 2) minimal progress or 3) evidence of disengagement. This will limit the impact on performance to 1 year instead of 2 years when the changes to Employ Florida (EF) take effect. We have done an analysis of the caseloads and this will minimally affect adult/dislocated worker performance but will impact youth performance. CSBD has developed nine (9) strategies we are implementing with the providers to support the youth who will be exited into follow up services. Youth will receive 12 months of case management, supportive services, and referral to community resources. Consideration to approve actions necessary to comply with DEO guidance.

BACKGROUND

In March, the state called all the workforce areas together to discuss the WIOA performance measures. During the meeting DEO stated:

1. That per USDOL, states and local areas will be subject to sanctions for failing to meet a performance measure two (2) years in a row beginning next year.
2. DEO was implementing a change to the way in which participant activities are coded. Changes to Employ Florida (EF) will in many instances determine participant exits. Therefore, these coding changes will impact performance.

As the governing boards are aware each performance measure is determined by applying a formula developed by the USDOL.

DISCUSSION

During the meeting with DEO, local areas were advised to review adult/dislocated worker and youth caseloads for 1) longevity 2) progress and 3) engagement to review and appropriately close cases prior to 6/30/21.

DEO explained that this is the last program year in which participants can be exited from the system without impacting performance two years in a row. WIOA mandated sanctions can only be applied when a measure is not met 2 years in a row.

Adult/Dislocated worker

In reviewing the cases with our one stop case managers we have some adult/dislocated workers that fit the above description but we believe this is unlikely to have a major impact on the adult/dislocated worker performance.

Out of School Youth (OSY)

In reviewing cases with our youth providers we may have a different result, as we know OSY present the most challenges because they have the most barriers. Exiting the youth before the end of this year is likely to negatively affect performance. The employment measures are likely to be affected in PY 21-22, while the education measures are more likely to impact performance in PY 22-23 because they are longitudinal.

Several years ago we changed the youth program design encouraging youth providers to exercise leniency to help youth complete educational programs. We adopted a philosophy that allowed youth to stay connected to the program even when “life intervened” and they stopped participating in program activities for a period of time. However, the coding changes DEO has announced, will not allow us to continue youth in the program if their progress is minimal or if they stop participating for a period of time.

Using the State’s criteria of longevity and progress we are identifying cases across all youth providers which should be closed based on the state’s guidance. The significant majority of these cases are youth enrolled in training.

In reviewing the cases some factors that have impacted the closures include:

1. COVID-19 closures. Both the School Board and Broward College were closed for almost half of PY 19-20. Broward College campuses are still closed. Broward Schools are only reopening now. No one could have predicted that this would align with a USDOL review of DEO.
2. All GED test sites were closed so our youth who were ready to test could not take the test. Some testing sites began reopening in the fall but they were bottlenecked and our youth were not given a priority. Many of the youth who were ready to take the test last year were therefore discouraged and did not want to come back for refreshers or return to the classroom again to hone their skills for the test.
3. Youth were provided with technology to be able to take advantage of virtual learning options when virtual classes became available, and if their course was offered virtually. However, not all youth adapted to virtual classes, and some disengaged while classes were suspended and have not indicated an inclination to return.

4. Many of our OSY held part-time and full-time jobs prior to COVID - 19 and are receiving extended unemployment and incentive checks which is a deterrent to returning to the program.
5. Youth were allowed to enroll in long term training on a part time basis. When they enrolled the measurable skills gain measure was not yet implemented. The students are not taking sufficient hours required to meet the “progress” measure. These students are considered a “fail” for purposes of the measure.

To minimize the impact on exiting youth:

1. We are looking at alternative methods to support youth who may be able to complete during follow-up. For example, CSBD is examining its support services policies to increase payments to the youth while in follow up. They can use the funds for tuition if there are only a few credits short of completion and are not attending full time.
2. Youth who are attending over the summer and will complete over the summer can be exited and their tuition paid prior to 6/30 as their summer semester begins during this program year.
3. All youth will continue with their case manager during follow up who will connect them with community resources as needed.
4. Youth who are on a break may be able to return to our adult program at the end of the 12 month follow up and their youth case manager can make a warm hand off to the adult program.
5. Youth will be advised that if they would like to return to the program in the future they will be able to reapply.
6. We will also explore other funding streams that may be able to support the youth in training, which are not subject to performance measures.
7. We have asked Broward College to see whether youth have taken sufficient courses to be awarded a certificate related to their studies or can get a rapid credential before the end of the year.
8. We are working with the School Board to identify GED test sites for the youth.
9. We are working with all the providers to identify jobs available in which to place the youth.

RECOMMENDATION

Following a review with the providers, approval to close participant cases in line with the DEO guidance.

Memorandum #48 – 20 (OPS)

To: One Stop Services Committee
From: Carol Hylton, President/CEO
Subject: PY 21 – 22 Broward College Out of School Youth (OSY) Contract Renewal
Date: April 30, 2021

SUMMARY

Consideration to approve the renewal of the Broward College (BC) out-of-school youth (OSY) contract for program year (PY) 21–22 in an amount not to exceed of \$540,000, subject to negotiation, to serve 120 youth. This is the same amount as last year. Since Board member, Dr. Mildred Coyne, is employed by BC this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

BACKGROUND

CareerSource Broward (CSBD) released an RFP in the Spring of PY 18 – 19 to serve out-of-school youth. Broward College’s proposal to serve OSY ages 17 – 24 in post-secondary occupational skills training, followed by placement into employment, the military or further post-secondary education, was approved for funding as a result of that RFP. This is the 2nd renewal.

DISCUSSION

Several years ago we changed the youth program design encouraging youth providers to exercise leniency to help youth complete educational programs. We adopted a philosophy that allowed youth to stay connected to the program even when “life intervened” and they stopped participating in program activities for a period of time.

As can be seen from the chart below BC carried forward 100 youth last year and is carrying forward 100 youth this year. More than 50% of the youth being carried forward have been in training for at least two (2) years. This was a result of youth choosing to go part time, changing courses of training, coming into the program but waiting a few months to enroll in a course of study, or choosing a course of study that required pre-requisites that result in four (4) years of training. As can be seen from the performance chart that follows, very few youth are exiting the program at the end of the program year.

At the start of the last program year, we met with BC and advised that in recruiting new students emphasis should be placed on youth interested in shorter term training. Youth unable to go full time should not be enrolled as the performance measures are tied to hours in class and the grades. We also asked that youth sign FERPA releases, giving CSBD access to their grades so that if a tutor or additional assistance was needed it could be authorized.

However, due to disruptions caused by the pandemic, and with all the Broward College Campuses closed and continuing to be closed through the spring of this year, it was very difficult to implement some of the agreed changes.

While youth were provided with technology to be able to take advantage of virtual learning options, the classes they needed were not all available virtually on the original schedule. Some youth were ill and missed class, others did not adapt to virtual learning, and some disengaged while classes were suspended and have not indicated an inclination to return.

As reported to you earlier in the Agenda, DEO has advised local areas to review caseloads for longevity and progress and to close cases over a year old where progress is minimal. We are working with BC to identify the youths' for their likelihood to succeed and we are following the steps identified in our earlier memo to minimize the impact on the cases recommended for closure.

We have summarized the current status of BC's performance.

BROWARD COLLEGE (BC) – GET REAL PROGRAM			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 120 youth into post-secondary training	6/30/21	100 youth were carried forward from PY 19-20. 13 new youth were enrolled this year.	
90% of youth enrolled in training must achieve an MSG.	6/30/21	29 of the 97 youth (30%) who were enrolled in training received an MSG.	We hope to increase this number by the end of the year. Youth who are not progressing will be exited in accordance with the state's guidance
90% of the youth must attain the credential associated with their program of study.	6/30/21	97 youth were enrolled in training this PY. 23 of 26 (88%) youth who ended training this PY have received a credential.	
90% of the youth who exit the program will exit into the military, post-secondary education and unsubsidized employment.	6/30/21	33 of the 35 youth, or (94%), who have exited this year were employed or went on to post-secondary education.	Youth who are not participating will be exited in accordance with the state's strategy discussed above.

CSBD believes in this program for these reasons, 1) OSY need post-secondary skills to be able to advance 2) Broward College is “the” community college offering courses of training in a variety of in-demand occupations, is respected by employers and results in jobs for those that complete and 3) youth that apply to Broward College show they are motivated so recruitment can be coordinated with an existing pool of youth.

However, as programs mature, we often work with providers to tweak problem areas in the design that interfere with performance. In addition to the actions identified above the chart, in discussion, we will do the following either before the close of this year or over the course of next year PY 21-22:

1. Rather than continuing to enroll youth in the 4th quarter which affects our performance we will focus on recruiting youth in the 4th quarter (April – June) for the new program year.
2. We will get a commitment from the youth that they will attend full time and agree to continue attending through the summer session, which is offered by BC each year, so they can finish in a reasonable time.
3. Recruitment into short-term programs will be a requirement for a percentage of the new students.
4. It will be mandatory that work experience be treated as work study and integrated with the youth’s concurrent course of study.
5. In addition to the BC recruitment efforts, we will fund a recruiter position to work on recruitment for both of our large youth contracts (SBBC and BC). The recruiter will be a School Board employee who will be able to access the records of youth who have graduated but did not attend post-secondary school. They will have the training to assess the youth and to assure youth are matched with courses of training aligned with their interests and in which they have the skills to be successful in the BC program.

We believe these changes will have positive results. In accordance with DEO guidance, exiting the youth who have minimally progressed or are not committed to full-time school will allow us to recruit youth who will attain their credentials in a reasonable time. All youth exiting will continue to receive follow up and the services in the earlier memo.

CSBD recommends renewal of the BC OSY contract in an amount not to exceed \$540,000, subject to negotiation. This is the same amount as last year to serve 120 youth.

RECOMMENDATION

Approve the renewal of the Broward College’s OSY contract in an amount not to exceed \$540,000, subject to negotiation to serve 120 youth.

Memorandum #47 – 20 (OPS)

To: One Stop Services Committee

From: Carol Hylton, President/CEO

Subject: PY 21 – 22 School Board of Broward County (SBBC) Out of School Youth (OSY) Contract Renewal

Date: April 30, 2021

SUMMARY

Consideration to approve the renewal of the School Board of Broward County's (SBBC) out-of-school youth (OSY) contract for program year (PY) 2021 – 2022, not to exceed \$600,000, and subject to negotiation to serve 135 youth. This is an increase of \$50,000 to cover the cost of 1) a Recruiter and 2) master tutors. As only school board personnel have access to student records, the Recruiter will be able to recruit for both the SBBC and Broward College. The master tutors are needed to work with youth to better prepare them to pass the GED exam. Since Board member, James Payne, is employed by the SBBC, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

BACKGROUND

CareerSource Broward (CSBD) released an RFP in the spring of PY 18 – 19 to serve out-of-school youth. The SBBC proposal to serve OSY in GED programs, followed by placement into employment or post-secondary education, was approved for funding as a result of that RFP. This is the second of three possible renewals. The SBBC serves youth ages 18 to 24 who have not completed high school and are within 6 – 9 months of completion of their GED. CSBD provides funding for case management, career pathway planning, employability skills training, GED, paid internships and placement into jobs or post-secondary training.

DISCUSSION

As we reported to the Board earlier this year, the SBBC was allowed to increase its enrollments following their early reported positive performance numbers. This is because youth exit at different times depending upon when they are enrolled and when they earn their GED credentials. Going into the program year the SBBC carried forward 159 youth.

As members will note from the performance chart that follows, the SBBC has struggled with performance due to the disruptions caused by the pandemic. COVID-19 started to impact performance beginning last March, as government and businesses closed, which have continued through the spring of this year. In some cases, youth became ill, the organizations followed local lock down guidance from Broward County, state or federal governments, parents did not want youth to participate, or virtual participation was not successful.

We worked with the SBBC to come up with a plan that would exit youth who were not continuing with their GED by balancing the exits with those youth who were successfully completing their GED.

As reported to you earlier in the Agenda, DEO has advised local areas to review caseloads for longevity and progress and to close cases over a year old where progress is minimal. This has derailed our carefully thought-out plan. However, we are working with the SBBC to identify the youths' likelihood for success and we are following the steps identified in our earlier memo to minimize the impact on the cases recommended for closure.

The School Board of Broward County (SBBC) OSY GED PROGRAM (HS DROP OUTS)			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 135 youth into the OSY GED program.	6/30/21	159 youth were carried forward from PY 19-20. 34 new youth were enrolled this year.	
80% of youth enrolled in GED must achieve a Measurable Skills Gain (MSG).	6/30/21	75 of 133 youth (56%) enrolled in training this year received an MSG.	We hope to increase this number by the end of the year. Youth who are not progressing will be exited in accordance with the state's guidance.
75% of youth enrolled in training must complete their GED or obtain their high school credential.	6/30/21	37 of 133 youth (28%) enrolled in training obtained their GED.	37 of the 133 youth enrolled in training this year received a credential. For the remaining 96, 58 were unsuccessful and 38 remain in training.
90% of youth who exit the program, will exit into the military, post-secondary education or unsubsidized employment.	6/30/21	50 of 136 youth, or (37%), exited positively.	Of 193 youth, 136 were exited. 50 were positive. 86 were exited in accordance in accordance to DEO guidance. The remaining 57 youth are being assessed and youth who are not participating will be exited in accordance with the state's strategy discussed above.

Going into PY 21-22:

1. We will work with the Recruiter to identify youth interested in getting their high school credential and assess youth for their readiness to enroll and take GED training.
2. We will engage master tutors to assist youth who show they are struggling based on their GED ready assessment.
3. We will use ZOOM or GOTO MEETINGS to increase contact with youth who are participating in GED virtually as some youth attended virtually prior to the pandemic when these tools were not as prevalent.

CSBD recommends renewal of the SBBC OSY contract in an amount not to exceed \$600,000, subject to negotiation. We believe the reboot of the program with no more than 135 youth in combination with other corrective action discussed with the SBBC will be successful

RECOMMENDATION

Approve the renewal of the SBBC OSY contract in an amount not to exceed \$600,000, subject to negotiation, to serve 135 youth.

Memorandum #49 – 20 (OPS)

To: One Stop Services Committee

From: Carol Hylton, President/CEO

Subject: PY 21 – 22 Navigator Out of School Youth Contract Renewals

Date: April 28, 2021

SUMMARY

Consideration to approve Program Year (PY) 21 – 22 renewals for the 3 Out of School Youth (OSY) Navigator programs. The providers have submitted funding requests which are all subject to negotiation upon governing boards' approval as we traditionally do. The amounts which are increases from last year are as follows: 1) Helping Abused Neglected Disadvantaged Youth (HANDY) \$130,750 2) The Fort Lauderdale Independent Training and Education (FLITE) \$234,794 and 3) The Center for Independent Living, Broward (CILB) for up to \$60,000. This will be the 2nd renewal under each of their contracts.

BACKGROUND

The Navigator contracts target OSY youth ages 17 to 24 already in the caseloads of community based organizations serving the WIOA eligible OSY population. CSBD funds navigator/case managers which then serve to reduce the overall caseload for these youth and also can provide youth appropriate for WIOA services with Individual Training Accounts, computer-assisted instruction, GED preparation, career pathway planning, tutoring, employability skills training, paid internships, and placement into post-secondary training and jobs.

In PY 2018 – 2019 CSBD issued a Request for Proposals for OSY services. The CSBD governing boards approved three navigator contracts. This will be the second renewal for contracts entered into as a result of the PY 2018 – 2019 procurement.

Our three OSY Navigator providers are 1) HANDY 2) FLITE and 3) CILB.

DISCUSSION

We will be meeting with our providers as we traditionally do to negotiate final contract amounts. We are recommending renewal of the contracts subject to negotiation not to exceed the following:

Provider	PY 2020 - 2021	PY 2021 -2022
HANDY	\$115,253	\$130,750
FLITE	\$218,202	\$234,794
CILB	\$56,385	\$60,000

As members will note from the performance charts that follow our providers have struggled with performance due to the disruptions cause by the pandemic. COVID 19 started to impact performance beginning last March as government and businesses closed and have continued through the spring of this year. In some cases youth became ill, the organizations followed local lock down guidance from the County, State or Federal governments, parents did not want youth to participate, or virtual participation was not successful.

As business are opening up employers are struggling to find employees. We believe this will create unexpected opportunities for our youth in the navigator programs who generally receive employability skills, an internship and are placed in a job.

Provider performance to date is immediately below.

HANDY OSY Program

Serves youth with barriers to employment/education through case management; referral to WIOA funded services, career pathway planning, employability skills training, paid internships, GED preparation, placement into jobs and follow up services.

HANDY – THE LIFE PROGRAM			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 25 youth into the program.	6/30/21	12 youth were carried forward from PY 19-20 and 7 new youth were enrolled.	As can be seen from the number of youth exiting, placement was affected by the Pandemic. We are working with HANDY to exit youth who are work ready and place them into jobs as there are more entry level jobs at this time than there are applicants. We hope to exit more youth into employment by the end of the program year.
90% of youth enrolled into training must achieve a measurable skills gain (MSG).	6/30/21	Of the 4 youth in training 1 has achieved an MSG and 2 have until 6/30 to meet the MSG. The 4 th youth is disengaged.	
75% of youth enrolled training must obtain their credential.	6/30/21	Of the 4 youth in training, 1 has received their credential, 2 are still in training and 1 dropped out of classes and is disengaged.	
90% of youth enrolled shall be exited into military, post-secondary education a job.	6/30/21	2 of 3 (67%) youth exited and entered employment.	

FLITE OSY Program

Serves foster care youth/Road-to-Independence (RTI) and Victims of Human Trafficking through referral to WIOA funded services, paid internships, work experience, GED preparation, support services, and placement into jobs and post-secondary education.

THE FLITE CENTER			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 36 youth into the program.	6/30/21	13 youth were carried forward from PY 19-20 and 18 new youth were enrolled.	We are working with FLITE to exit youth who are work ready and place them into jobs as there are more entry level jobs at this time than there are applicants. We hope to exit more youth into employment by the end of the program year.
90% of youth enrolled in training must achieve a measurable skills gain.	6/30/21	N/A not required	
75% of youth enrolled in training must obtain their GED or credential.	6/30/21	N/A	
90% of youth shall be exited into military, post-secondary education or a job.	6/30/21	7 of the 7 (100%) youth are employment or in post-secondary education.	

CILB OSY Program

Serves youth with disabilities to help them achieve their career and occupational goals through peer counseling, employability skills training, work experience and access to all WIOA services.

CENTER FOR INDEPENDENT LIVING BROWARD (CILB) - JOBS FOR YOUTH PROGRAM			
Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 youth into the program	6/30/21	12 youth were carried forward from PY 19-20 and 2 new youth were enrolled.	CILB is actively working to enroll new youth to replace the 8 youth who have exited.
90 % of youth enrolled shall be exited into military, post-secondary education and unsubsidized employment.	6/30/21	8 of 8 (100%) youth have gone on to employment or post-secondary education.	

RECOMMENDATION

Approve the renewal of the OSY Navigator contracts not to exceed the amount listed subject to negotiation: 1) HANDY at \$130,750 2) FLITE at \$234,794 and 3) CILB at \$60,000.

Memorandum #04 – 20 (HR)

To: One Stop Services Committee

From: Carol Hylton, President/CEO

Subject: Renewal of First Staff DBA EmpHire Staffing, Inc., Contract

Date: April 27, 2021

SUMMARY

This is to recommend the renewal of the First Staff dba EmpHire Staffing, Inc., (EmpHire), contract for Program Year (PY) 20 - 21. EmpHire staffs our one stop career centers. They were selected as a result of a Request for Proposals (RFP) released in PY 17 - 18. They meet all of our financial and personnel requests and work to keep benefit and insurance costs contained. Their fee remains the same as last year at \$66.50 per employee, per pay period for a total fee of approximately \$183,274. This is the third and last renewal under that procurement.

BACKGROUND

In June 2018, the CareerSource Broward (CSBD) governing boards approved entry into a contract with EmpHire to staff the career centers following a competitive RFP. The contract provides for three (3) one-year renewal periods. This will be their third and final renewal under the current contract.

DISCUSSION

EmpHire has been an excellent contractor. They work within our rules, which prohibit advance payments, and manage the cost of the payroll. They have learned our cost allocation requirements and closely monitor time sheets to assure staff follow the cost allocation rules. They also agreed to a flat fee per employee per pay period as our rules prohibit cost plus contracts.

EmpHire also manages workers compensation and benefits costs, which are pass-through expenses. They provide Employment Practices Liability Insurance for the career center staff and liability insurance. EmpHire provides us with weekly reports regarding personnel changes and has two dedicated staff people servicing our contract.

No increase is proposed for next year. Their fee remains the same as last year at \$66.50 per employee, per pay period for a total fee of approximately \$183,274¹.

RECOMMENDATION

That the contract with EmpHire be renewed for the Program Year 21-22, at a rate of \$66.50 per employee/per pay period, for an estimated cost of \$183,274.

¹ This covers approximately 106 CSBD Career Center Staff.

Memorandum #61 – 20 (OPS)

To: One Stop Services Committee
From: Carol Hylton, President/CEO
Subject: Contract Renewal for the One Stop Operator
Date: April 23, 2021

SUMMARY

Consideration to renew the contract with Workforce Guidance Associates, LLC to continue to provide one stop operator services for up to \$56,000. This is the same amount as last year. CareerSource Broward (CSBD) is pleased with the work Ms. Jackson has accomplished thus far and we are desirous of continuing our contract with Workforce Guidance Associates, LLC. This is the second and last renewal under the current procurement.

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) requires local boards, with the agreement of the chief local elected officials, to competitively procure and select a One Stop Operator. In 2019, the CSBD governing boards approved the recommendation of the Review Committee chaired by Dr. Knowles to award the contract for the One Stop Operator to Workforce Guidance Associates, LLC, for up to \$55,765. The contract provides for two (2) one-year renewal periods. This will be their second and final renewal under the current contract.

DISCUSSION

Nadine Gregoire-Jackson, the principal for Workforce Guidance Associates, LLC, previously worked for CSBD as the One Stop Senior Program Manager and as the principal for Workforce Guidance Associates now serves as the CSBD One Stop Operator. During this program year, Ms. Jackson has completed the contract deliverables on time and they are of a high quality. Over the course of the last few months she has done many positive things to deepen our relationships with our partners to the benefit of both parties and ultimately to the benefit of our mutual customers. Some examples include:

1. Coordinated the renewal of all CSBD one stop memoranda of understanding and infrastructure/resource sharing budgets to ensure they were current.

2. Developed and revised community partner referral process flow.
3. Observed on site operations, space configuration, customer flow and integration of services at the one stop centers and made recommendations for consideration.
4. Hosted a town hall with community partners and shared a list of best practices.
5. Served as the point of contact during the pandemic between CSBD and one stop partners including daily dissemination of information related to reemployment, emergency services and virtual job fairs.
6. Assisted in strengthening partnerships with community organizations such as the Urban League, SunServe, and Jewish Federation of Broward through training on our job seeker tools and services.

CSBD wishes to renew our sub-grant agreement with Workforce Guidance Associates, LLC, for \$56,000 the same amount as last year. This is the second and final renewal under the current contract.

RECOMMENDATION

Approve the renewal of the contract with Workforce Guidance Associates, LLC, for the delivery of One Stop Operator services for up to \$56,000.

Memorandum #09 – 20 (FS)

To: One-Stop Services Committee
From: Carol Hylton, President/CEO
Subject: Program Year (PY) 21-22 Preliminary Budget
Date: April 30, 2021

SUMMARY

The Program Year (PY) 21-22 Preliminary Budget being presented reflects an overall decrease of 4.9% in funds which represents (-\$989,299). The total amount of formula and carry forward that we project to be available in PY 21-22 is \$19,229,696 as compared to \$20,218,995 actual in PY 20-21.

This does not include dedicated grants because those grants may only be spent for the specific purposes outlined in those grants. PY 21-22 dedicated grants total \$3,811,336 which when added to formula funds total \$23,041,032 as compared to the PY 20-21 total of \$25,937,362¹. This does not include our general (unrestricted) fund. CareerSource Broward (CSBD) recommends acceptance and approval of the preliminary PY 21-22 budget.

BACKGROUND

Below are the considerations for the PY 21-22 budget:

1. Workforce Innovation and Opportunity Act (WIOA) Adult (AD), Dislocated Worker (DW) and Youth
 - a. Formula allocations for WIOA are based on our local area's share of unemployed, long term unemployed, mass layoff data and other factors.² Based upon last year's spike in unemployment due to the pandemic our WIOA AD and DW formula allocations increased by 1.9% and our youth by 22%.
 - b. Although our formula allocation increased slightly, our carryforward is less due to the success of adding additional short term programs to our ITA list and the corresponding increase in enrollments. The AD and DW WIOA allocation including carry forward for PY 21-22 reflects a decrease of \$1,292,343 for a projected total allocation of \$8,837,918.
 - c. Over the past several years the State has awarded a supplemental allocation of AD/DW, and youth funding after the start of the year. We anticipate receiving a supplemental award in PY 21-22 as well at approximately the same amount as in PY 20-21 of \$1,038,705.
 - d. The youth allocation including carry forward for PY 21-22 is increased by \$301,932. The total amount available is \$4,425,206. While we are required to spend a minimum of 20% of the youth allocation on Work Experience, we have budgeted 26% of program costs to

¹ This includes an additional \$572,464 from Children's Service Council and \$28,438 of WIOA DW on today's agenda for consideration.

² The data for our formula grants were based on the jobless numbers. South Florida, relies heavily on hospitality and tourism, and was hard hit which accounts for the increase in the allocation.

ensure we meet the requirement and allow for the maximum benefit to youth who need to be connected with work as the economy continues to improve.

2. The state allocations for Temporary Assistance for Needy Families (TANF), Wagner Peyser (WP), and Supplemental Nutrition Assistance Program (SNAP) funds are based on factors such as: participation rates, unemployment, and number of low income families.
 - a. TANF – This formula allocation funds our Welfare Transition Program. This formula is based on the relative number of TANF customers across the 24 regions. Our rolls have been increasing and our formula allocation was increased by 6.1%. Last summer during the height of the shutdown we were allowed to carry some funds forward. This is not available this year and we project an overall decrease in available funding of 3.2% or (-\$134,449).
 - b. We are projecting level funding for SNAP. WP and Veterans pass thru is expected to increase as can be seen in the chart below. This does not include the salaries for the state staff in the career centers which are paid by the state.
3. Reemployment Assistance (RA). We do not expect to receive funds this year. RA claimants continue to be on waivers from work search / work registration. The state has told us to use our WP funds for these one stop services.

A budget true-up based on the actual allocations will be presented by the January meeting in 2022.

Table 1 presents a comparison between PY 20-21 and PY 21-22 of the total allocations from the state and carryover funds which are available for budgeting. For PY 20-21, it includes the actual amount of carryforward which varies from year to year and supplemental allocations received. For PY 21-22, it includes the projected amount of carryforward and supplemental allocations. The WIOA Adult and DW funding streams are combined in Table 1 because WIOA allows 100% transferability between these funding streams.

**Table 1: Comparison of Projected Funds Including Carry Forward PY 20-21 TO PY 21-22
(% changes are rounded)**

Fund Name	PY 20-21 Total Funds Available	PY 21-22 Total Funds Available	\$ Change	% Change
WIOA (Adult/DW)				
Formula Funds	\$ 7,606,920	\$ 7,750,913	\$ 143,993	1.9%
Carryforward	2,523,341	1,087,005	(1,436,336)	-56.9%
Subtotal	10,130,261	8,837,918	(1,292,343)	-12.8%
WIOA (Youth)				
Formula Funds	2,550,209	3,112,167	561,958	22.0%
Carryforward	1,573,065	1,313,038	(260,027)	-16.5%
Subtotal	4,123,274	4,425,206	301,932	7.3%
Welfare Transition Program (WTP)				
Formula Funds	3,867,637	4,103,360	235,723	6.1%
Carryforward	370,172	0	(370,172)	-100.0%
Subtotal	4,237,809	4,103,360	(134,449)	-3.2%
Wagner Peyser (WP)	1,098,644	1,184,089	85,445	7.8%
Veterans (DVOP/LVER)	285,512	335,628	50,116	17.6%
Supplemental Nutritional Assistance Program (SNAP)	343,495	343,495	0	0.0%
Totals	\$ 20,218,995	\$ 19,229,696	\$ (989,299)	-4.9%

Table 2 presents a comparison between PY 20-21 and PY 21-22 of our dedicated grants. They are not included in the preliminary budget for PY 21-22 because the funds are dedicated to the below listed activities.

Table 2: Comparison of Dedicated Grants

Grant / Program	Description	PY 20-21 Amount \$	PY 21-22 Anticipated Amount \$
Children’s Services Council (CSC)	Summer Youth Employment Program (SYEP)	\$ 2,517,041	\$ 1,944,577
City of Fort Lauderdale	SYEP	190,000	190,000
Bank of America ³	SYEP	19,000	19,000
National Emergency	COVID 19	1,637,946	734,750
National Emergency	COVID 19 PPE	30,000	Ended
Reemployment Services and Eligibility Assessment (RESEA)	Reemployment assistance and assessments	617,989	617,989
Trade Adjustment Assistance (TAA)	Workers who become unemployed due to impact of international trade	169,172	169,172
Apprenticeship Expansion	Marine Industry Apprenticeship	100,000	88,848
Apprenticeship Navigator	Navigator will identify and develop Registered Apprenticeship programs	75,000	47,000
Pre-Apprenticeship Expansion (Youth)	Focus on Construction and Culinary Arts	236,092	Ended
Apprenticeship - IT	Focus on Information Technology	87,771	Ended
Apprenticeship Expansion	Program Manager	5,511	Ended
Pathways to Prosperity - Families Ascent to Economic Security (FATES)	Occupational training for the working poor	32,845	Ended
	Totals	\$ 5,718,367	\$ 3,811,336

³ By approving the preliminary budget the governing boards accept these additional funds for PY 20-21.

DISCUSSION

Detailed below is our expenditure plan for the three one-stop centers, employer services, and participant training for all non-dedicated funding streams. This includes apprenticeships, On the Job Training, Individual Training Accounts, Incumbent Worker Training, subsidized work experience and administrative support.

In making the budget recommendations we address local recovery efforts and labor shortages from COVID 19, continue to support a hybrid of in-person and virtual service delivery and make investments in participant training including rapid credentialing and short term programs to get people back to work. Considerations affecting the budget recommendations include:

1. Last program year the state lowered the 50% minimum training requirement of the WIOA AD/DW expenditures to 30%. The state has not indicated if they will keep the 30% requirement, so we have budgeted 56% to have sufficient funds in the training category, should it go back up to 50%.
2. While WIOA requires that 75% of youth funds be spent on Out-of-School (OSY) the CSBD boards approved targeting all WIOA youth funds for OSY.
3. The cost of the EmpHire contract for staffing the one-stop centers which includes salaries and mandatory benefits, insurance, 401K and health insurance for the staff as well as the EmpHire fee.
4. The level of detail provided is in accordance with the CSBD governing boards' direction in the past. Additional detail is provided to the elected officials per their request. As always, anyone wanting that additional detail may have it upon request.
5. The distribution of the funds among the various activities and services listed is aligned with Board initiatives and key business results, the current labor market, federal and state performance measures.
6. All funds flowing through our system must pay their fair share and are charged our approved State indirect cost rate of 11.81%.
7. There is a set-aside of up to \$35,000 budgeted for the annual audit.
8. There is a set-aside of up to \$56,000 budgeted for the One Stop Operator.
9. There is a set-aside of up to \$152,000 for our external program and fiscal monitoring.⁴

⁴ We budgeted the same number for monitoring's, however this will be discussed at the Audit committee prior to the end of this year.

The recommended PY 21-22 Preliminary Budget categories are described below and are followed by a budget summary.

PROGRAM SUPPORT STAFF - \$5,667,301

This category includes all staff salaries and benefits other than the administrative, state Wagner Peyser staff, and Veterans staff. Included in this category is:

The EmpHire contract for staffing the one-stop centers and staff such as:

- a. The three center managers and, two assistant managers.
- b. Quality Assurance staff,
- c. WIOA AD/DW Success Coaches
- d. WTP Success Coaches
- e. SNAP (formerly Food Stamps) staff

FACILITIES AND RELATED COSTS – \$2,669,863

This category is for rent, supplies, customer assessments, equipment rental (copiers), telephones and information technology, high-speed lines, monitoring and auditing fees and costs associated with business outreach such as mileage, travel and membership dues.

Expenditures in this category include a rent increase for our North Center pursuant to our lease and an annualized rent increase for the South and Central Centers. Also included are technological upgrades to improve our ability to offer services virtually.

CONTRACTS – \$1,624,044

This category includes WIOA youth contracted services.

We have set aside funds for five (5) out of school youth (OSY) contracts providing high school and post-secondary credentials, employability and life skills, job skills and placement. The five contracts are: 1) HANDY 2) FLITE Center 3) the Center for Independent Living 4) School Board of Broward County and 5) Broward College.

Table 3: PY 21-22 Proposed Contract Amounts

Youth Providers amounts are subject to negotiation.

Contractor	Service	Funding Stream	PY 20-21 Amount	PY 21-22 Amount	% Change
FLITE Center	Youth	WIOA	218,202	234,794	8%
HANDY	Youth	WIOA	115,253	130,750	13%
Center for Independent Living	Youth	WIOA	56,385	60,000	6%
School Board Broward County (SBBC) - CTACE OSY	Youth	WIOA	550,000	600,000	9%
Broward College (BC)	Youth	WIOA	540,000	540,000	0%
Tutoring	Youth	WIOA	2,500	2,500	0%
Job Club Speakers	WTP	WTP	10,000	0	-100%
One Stop Operator	All	All	56,000	56,000	0%
Total			1,548,340	1,624,044	5%

1. Navigators - HANDY, FLITE and Center for Independent Living. Youth who are already receiving services from these agencies are enrolled into WIOA to receive employment services such as work experience, ITA's, leadership skills, employability skills, access to entrepreneurial skills, GED and training if appropriate.
2. Full Service Providers – School Board of Broward County and Broward College. OSY with one or more barriers to employment and/or education are recruited and enrolled to receive WIOA services including case management, employability skills, GED, and post-secondary training. We have added a counselor / recruiter position to the School Board contract to assist with identifying appropriate referrals for GED and Broward College.
3. Vendor for Tutoring – Tutoring set aside for youth in need.
4. One Stop Operator – Funded to coordinate the services of the various programs among one-stop partners. This is a required service under WIOA.
5. We have reallocated the Job Club speaker funds to support WTP customers as we anticipate caseloads will increase when the waiver ends.

TRAINING - \$6,758,890

This category includes 1) ITAs budgeted at up to \$12,000 per participant for tuition and education-related expenses 2) OJT reimbursements and other work based training activities such as IWT, upgrade OJT, subsidized work experience and apprenticeships so our customers can earn while they learn. This amount is for participants across all formula funding streams that allow training related expenditures.

PARTICIPANT SUPPORT SERVICES – \$760,759

This category funds participant support costs for 1) gas cards 2) clothing vouchers 3) bus passes and 4) participant performance incentives for WIOA AD / DW and Youth, and WTP. For PY 21-22, we added personal protection equipment and technology tools and kept the support services percentage the same as PY 20-21, which is 4% of the total budgeted allocation.

ADMINISTRATION – \$1,748,838

Currently our indirect cost rate is 11.81% and is comprised of 9% administrative and 2.81% program costs totaling 11.81%. Dedicated grants contribute their fair share in the same percentage to the indirect cost rate. The 9% Administration shown on Table 4 (presented on the next page) on the far right represents a simple percentage of total administration costs to total available funds.

Table 4 shows the detail of categories by funding streams with a comparison to last year's budget.

Pursuant to board permission we can spend up to 9% on administration. We have been able to maintain our administrative costs at 9% going into next year although the law allows us to spend up to 10%.

RECOMMENDATION

That the governing boards accept and approve the preliminary PY 21-22 budget.

Table 4: PY 21-22 Preliminary Budget Summary

TOTAL AVAILABLE FUNDING	WIOA Adult/DW		WIOA Youth		WTP		WP		DVOP/LVER		SNAP		PY 21-22 TOTAL \$	PY 20-21 % of	PY 21-22 % of
PY20-21 Allocation	7,017,538		2,806,837		4,103,360		993,084		256,961		343,495		15,521,274		
PY20-21 Supplemental	733,375		305,330		-								1,038,705		
PY19-20 Carryforward	1,087,005		1,313,038		-		191,006		78,667				2,669,715		
TOTAL	8,837,918		4,425,206		4,103,360		1,184,089		335,628		343,495		19,229,696		
TOTAL EXPENDITURES															
Program Support	2,680,773	30%	375,618	8%	2,066,988	50%	286,515	24%	32,919	10%	224,488	65%	5,667,301	28%	29%
Facilities & Related Costs	735,237	8%	153,598	3%	621,901	15%	798,617	67%	274,886	82%	85,624	25%	2,669,863	14%	14%
Training	4,467,389	51%	1,857,398	42%	434,103	11%	-	0%	-	0%	-	0%	6,758,890	37%	35%
Contracts	29,478	0%	1,576,555	36%	12,719	0%	3,241	0%	694	0%	1,356	0%	1,624,044	8%	9%
Participant Support Services	35,420	0%	150,200	3%	575,139	14%	-	0%	-	0%	-	0%	760,759	4%	4%
Administration*	889,620	10%	311,835	7%	392,511	10%	95,716	8%	27,129	8%	32,026	9%	1,748,838	9%	9%
TOTAL	8,837,918	100%	4,425,206	100%	4,103,360	100%	1,184,089	100%	335,628	100%	343,495	100%	19,229,696	100%	100%

*Currently our in-direct cost rate is 11.81% it includes administration costs along with program costs.

**There may be rounding differences in this table.



Performance Report

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

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

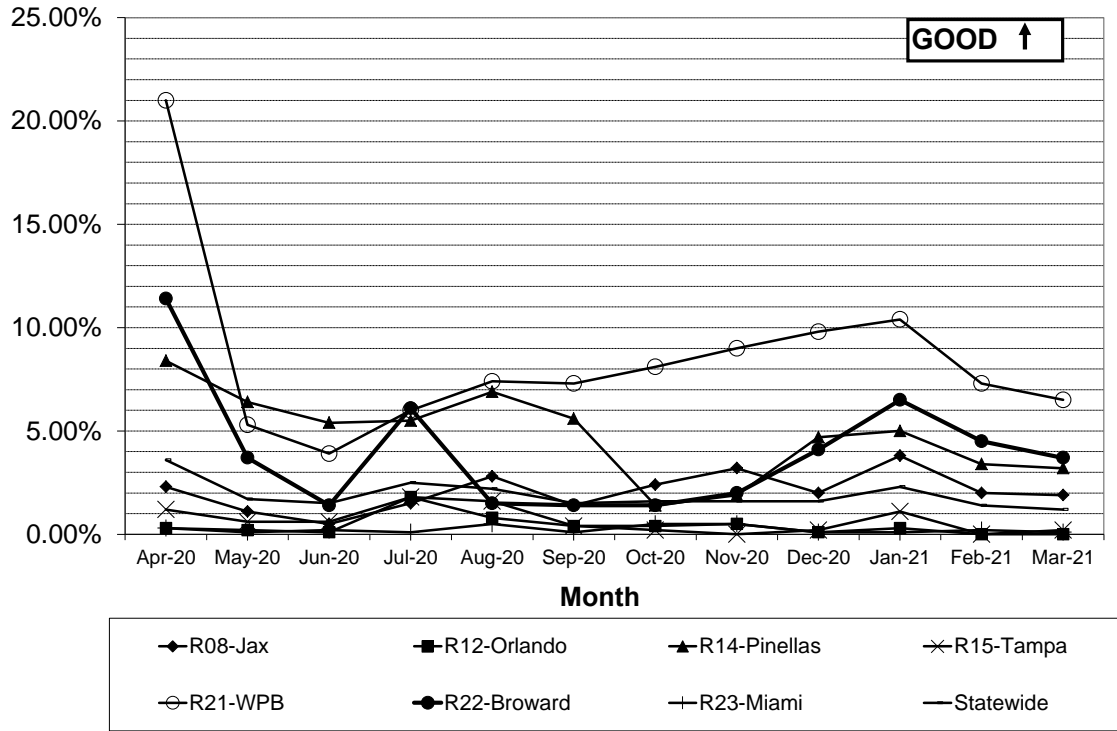
	WTP		Wagner-Peyser		Veterans		WIOA Adult/DW	
Region 8 - Jacksonville	54.90%	↑	21.20%	↓	27.50%	↑	100.00%	—
Region 12 - Orlando	50.00%	↓	31.40%	↑	37.50%	↓	98.40%	↑
Region 14 - Pinellas	60.90%	↑	28.50%	↑	33.30%	↑	100.00%	—
Region 15 - Tampa	49.40%	↑	27.60%	↓	24.00%	↓	42.90%	↓
Region 21 - WPB	44.30%	↓	34.50%	↑	50.00%	↑	97.40%	↑
Region 22 - Broward	58.20%	↑	58.70%	↓	60.00%	↓	100.00%	—
Region 23 - Miami	41.00%	↓	52.70%	↓	63.20%	↑	0.00%	—
Statewide	47.70%	↓	38.50%	↑	38.20%	↓	91.50%	↓

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

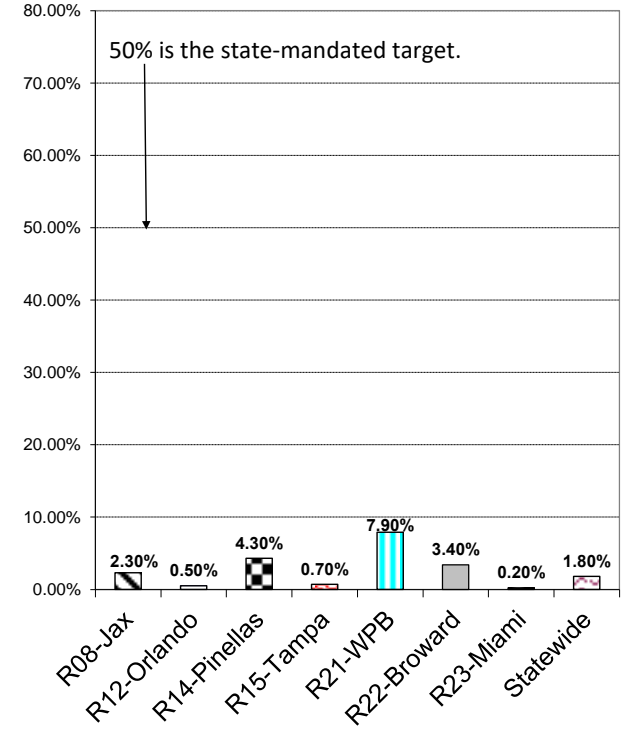
Legend / Abbreviation Key		WTP	Welfare-Transition Program		DW	Dislocated Worker	
		WIOA	Workforce Innovation and Opportunity Act				

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

Month-to-Month Participation Rate for Rolling 12 Month Period

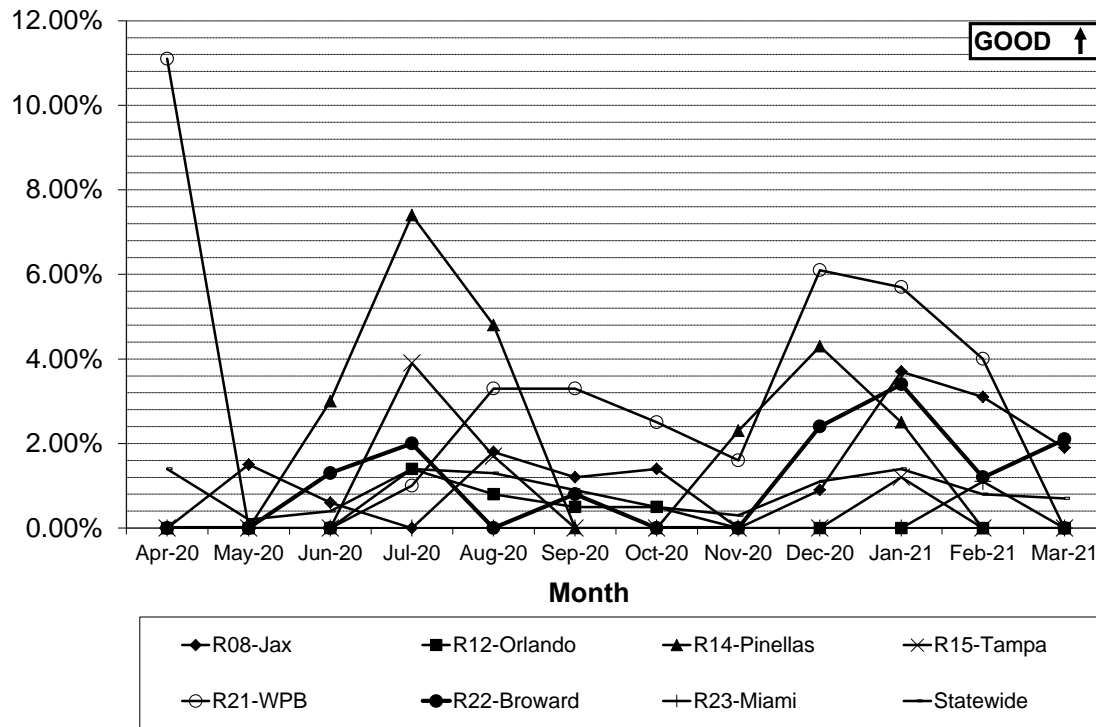


Program Year-to-Date (YTD) Participation Rate as of March 2021

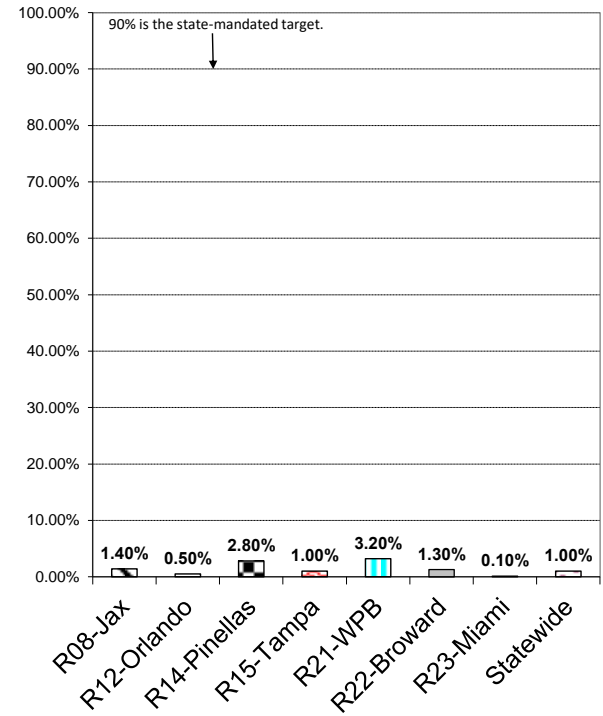


Welfare Transition Program (WTP) Two-Parent Family Participation Data for the Big 7 Regions

Month-to-Month Participation Rate for Rolling 12 Month Period

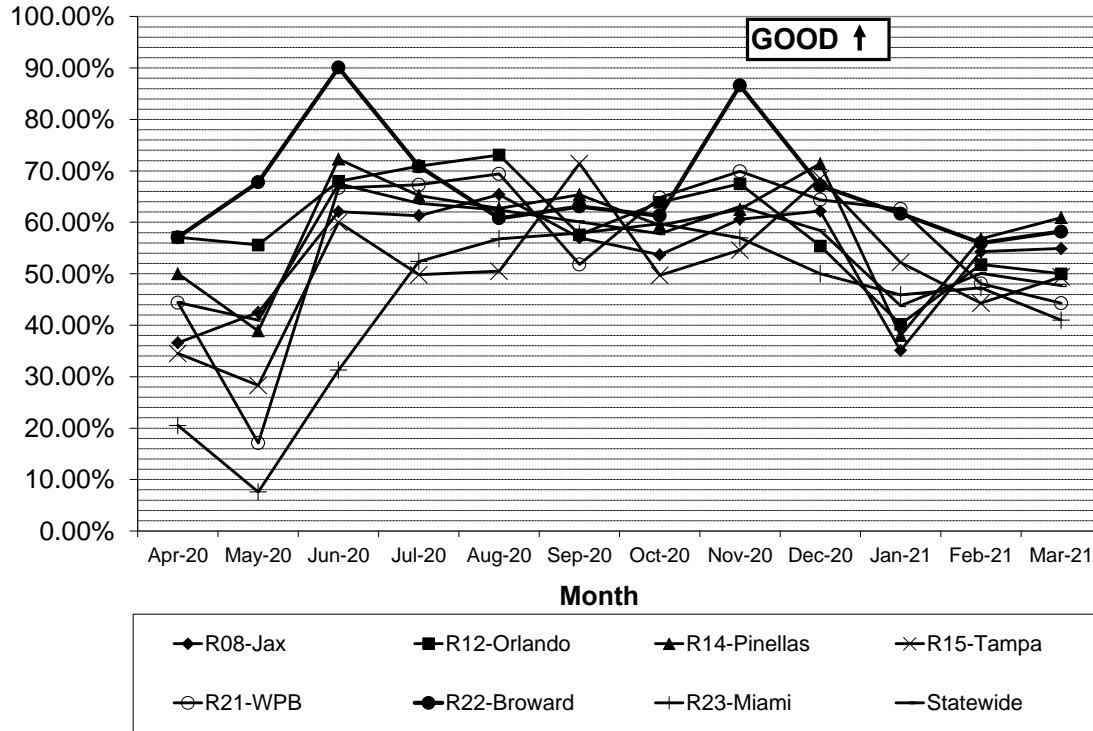


Program Year-to-Date (YTD) Participation Rate as of March 2021

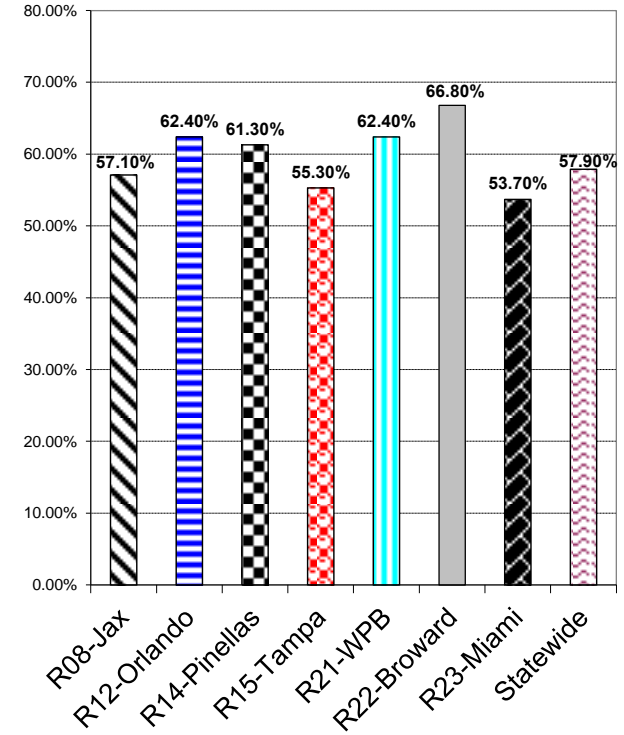


Welfare Transition Program (WTP) Entered Employment (EE) Data for the Big 7 Regions

Month-to-Month EE Rate for Rolling 12 Month Period



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

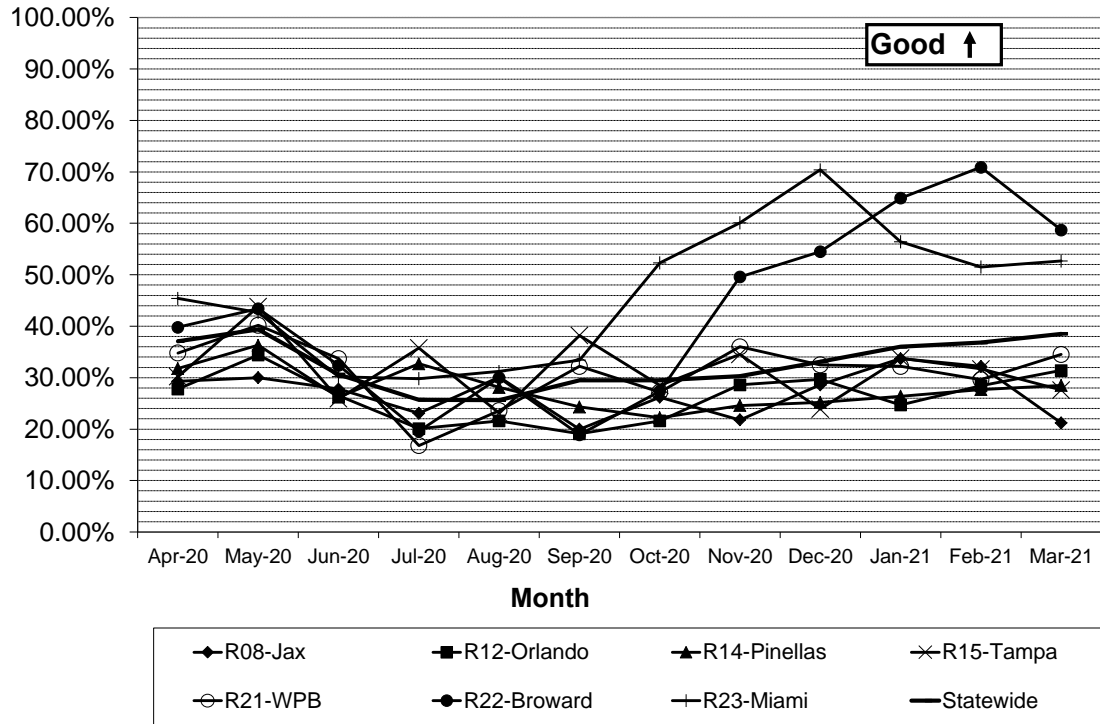


Analysis of Welfare Transition Program (WTP) Performance

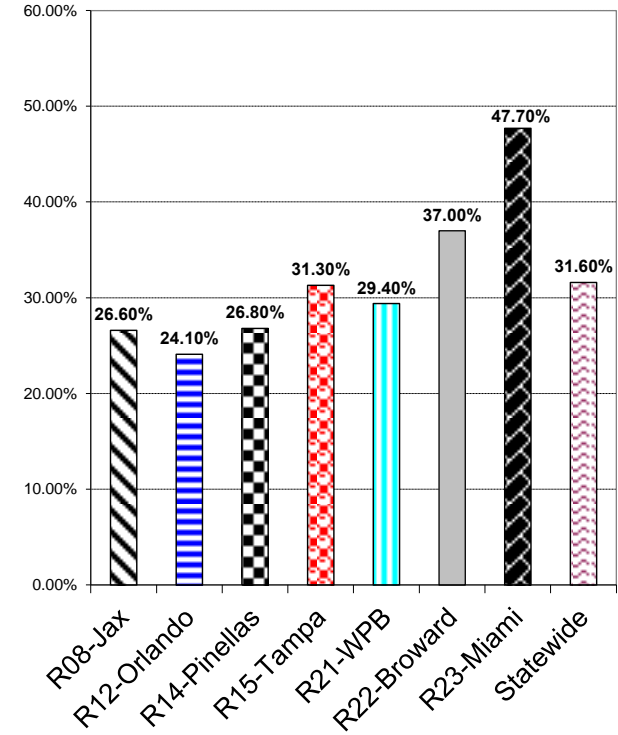
WTP Program Performance At-A-Glance	Measure	Goal	Month (March)	PYTD
	All Family Participation	50%	3.7%	3.4%
	Two-Parent Family Participation	90%	2.1%	1.3%
	Entered Employment Rate (EER)	39%	58.2%	66.8%
Current Situation and Performance Summary	<p>WTP is ranked 1st year to date for the Entered Employment Rate.</p> <p>Because of the Covid-19 Pandemic, participation in mandatory work activity requirements is waived for WTP participants.</p> <p>This has impacted the entire state's performance. As you can see on the All Family and Two-Parent Family Participation graphs; all regions of similar size to Broward County continue to have minimal participation.</p>			
Strategies and Action Steps	<p>To increase voluntary participation and prepare for when the program becomes mandatory:</p> <ul style="list-style-type: none"> • Job Developers and Success Coaches are preparing WT customers for the various virtual job fair events to prepare their resumes and learn about virtual interviews. • Added additional short-term training programs in the medical field that will allow customers an entry level position in a growing industry in Broward County. • Providing on-going support services such as transportation assistance and clothing allowance for interview attire are being provided to encourage customers to look for work. 			

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

Month-to-Month EE Rate for Rolling 12 Month Period



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

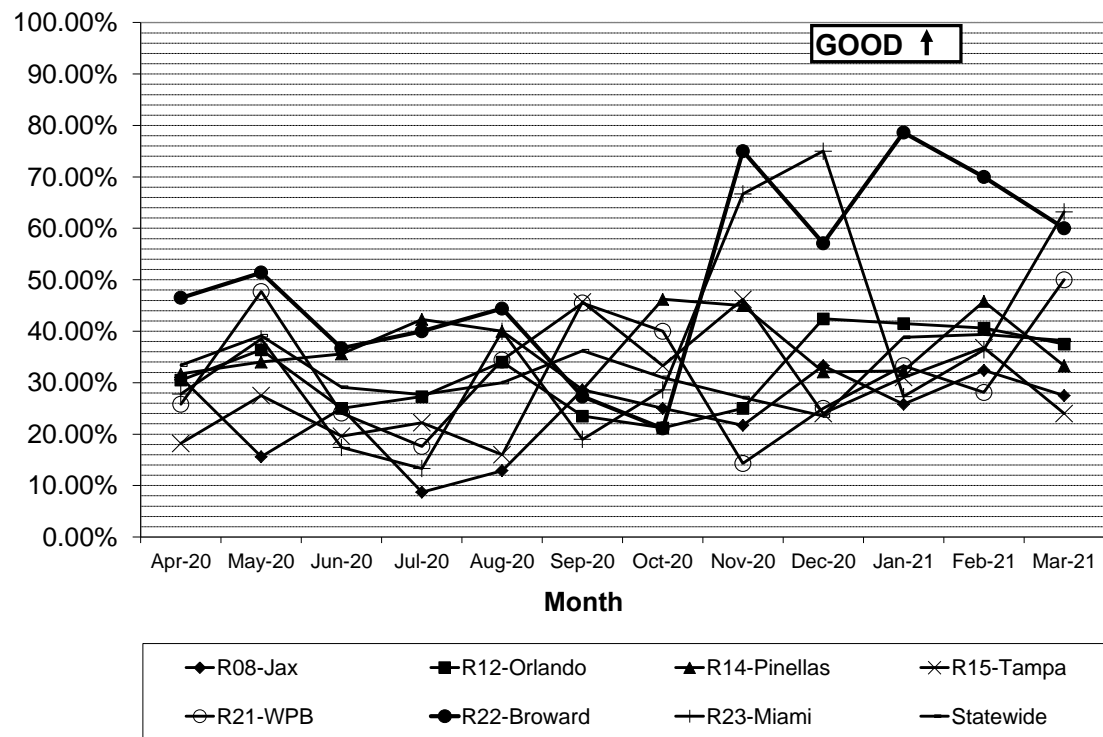


Analysis of Wagner-Peyser (WP) Performance

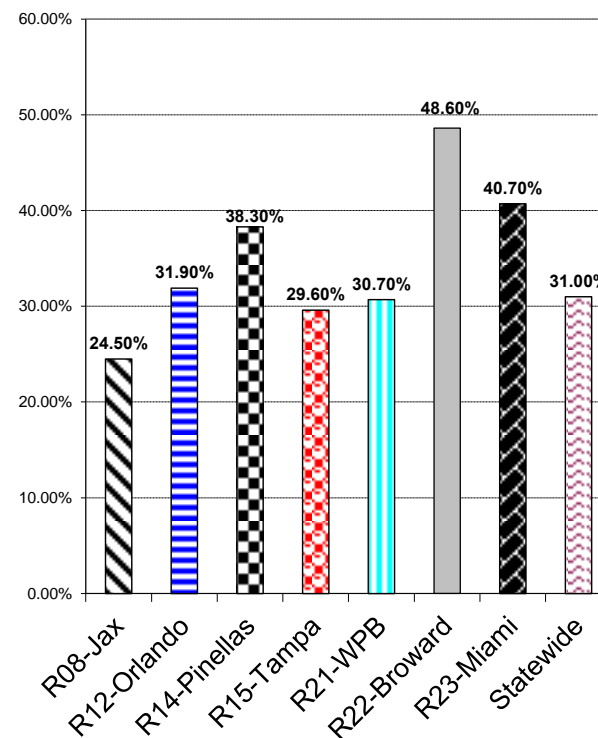
WP Program Performance At-A-Glance	Measure	Performance*	
		Month (March)	PYTD
	Entered Employment Rate (EER)	58.7%	37%
<p><i>*Please note: The performance detail is based on the Monthly Management Report (MMR). Due to lagging data, our true YTD rate will adjust at the end of the program year.</i></p>			
Current Situation and Performance Summary	<p>In March, Wagner-Peyser was ranked 1st out of the big 7 regions and ranked 2nd year-to-date, including exceeding Florida's average year-to date entered employment rate.</p>		
Strategies and Action Steps	<p>To increase services to job seekers and our entered employment rate, we implemented the following:</p> <ul style="list-style-type: none"> • CSBD hosted a Virtual Hiring Event that provided registered job seekers with resume and interview preparation, and access to our center computers, to get them placed into full-time jobs. • In March, CSBD conducted 16 virtual recruitment events with employers and displaced job seekers in industries that were hit hardest by the pandemic. More similar recruitment events are being planned. 		

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

Month-to-Month EE Rate for Rolling 12 Month Period



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

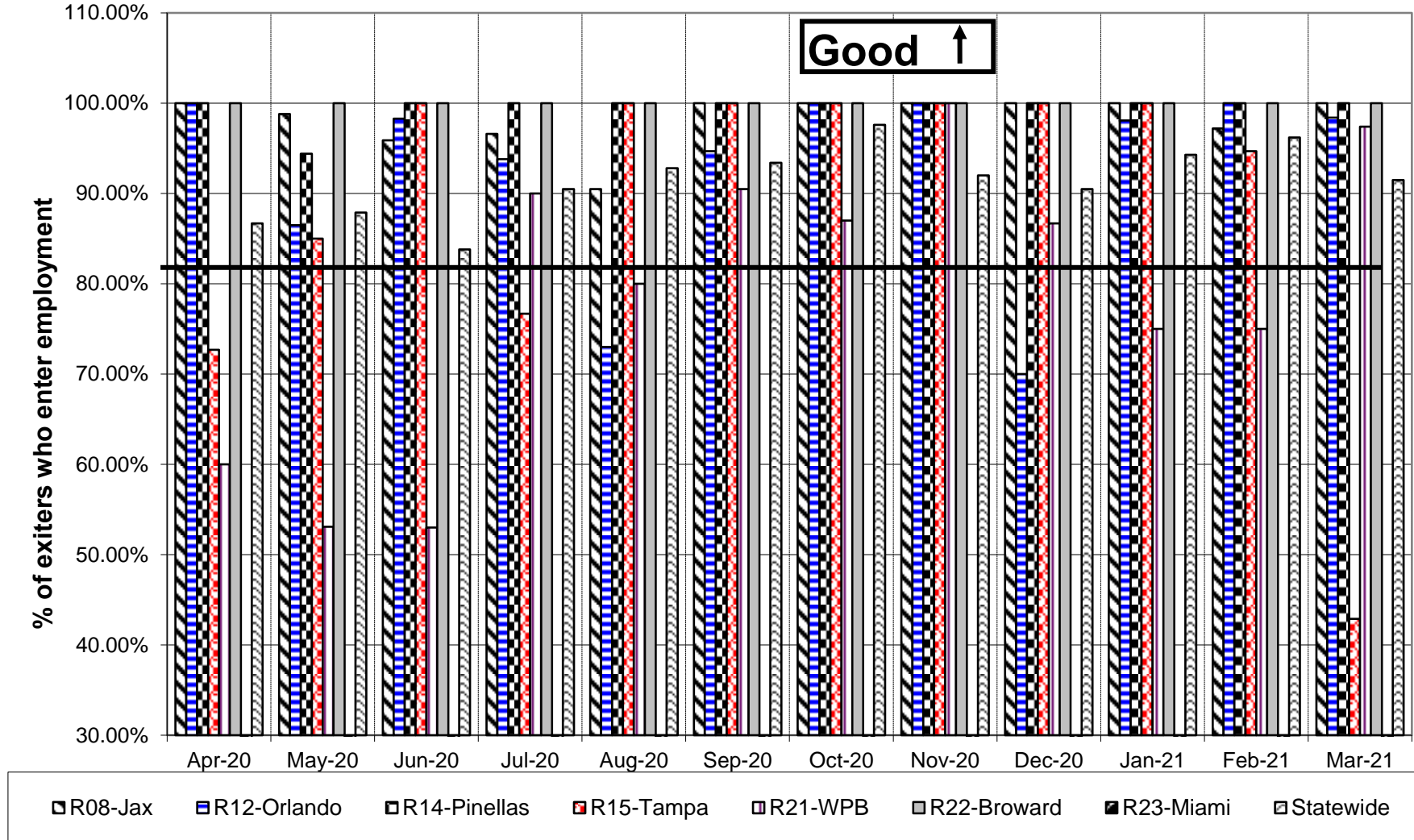


Analysis of Veterans' Performance

Veterans' Program Performance At-A-Glance	Measure	Performance	
		Month (March)	PYTD
	Entered Employment Rate (EER)	60%	48.6%
Current Situation and Performance Summary	<p>In relation to the big 7 regions CareerSource Broward ranks 2nd for the month and is 1st Program Year-To-Date for Entered Employment Rate.</p> <p>CSBD's Veteran's team hosted a Virtual Veteran's Hiring Event on 4/15/2021 to match unemployed veteran job seekers to local employers.</p>		
Strategies and Action Steps	<p>To increase our outreach to veterans in the community and entered employment rate, we have implemented the following:</p> <ul style="list-style-type: none"> • Conducted presentations on Veteran services including Internships, On-the-Job Training and Training Scholarships to several community partners including Mission United, Broward College, Nova University and Transitioning Warriors. This will increase veteran jobseeker's knowledge of our services and registered customers in Employ Florida, which will enable us to place more veterans into employment. • Re-engaged our relationship with United Way's Mission United program to attend their Veteran orientations. This will serve to increase veterans' services which will increase CSBD's exposure in the Veteran Community and 1) allow our veteran team to network and build relationships with staff from other local agencies that assist veterans 2) increase our brand awareness with veterans 3) increase our staff's knowledge of community resources. 		

Comparison of the Workforce Innovation and Opportunity Act (WIOA) Entered Employment Rate for Adult & Dislocated Workers across the 7 largest Regions in Florida for the Rolling 12 Month Period

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



Analysis of Workforce Innovative and Opportunity Act (WIOA) Adult and Dislocated Worker Performance

WIOA Program Performance At-A-Glance	<u>Measure</u>	Performance	
		Month (March)	PYTD
	Entered Employment Rate	100%	100%
Current Situation and Performance Summary	<p>CSBD is in a 3-way tie for 1st in performance for the month of March.</p> <p>For the month of March, CSBD was #1 in the state among regions of similar size for Entered Employment Wage Rate in the Dislocated Worker Program at a wage of \$26.68/hr. In March, CSBD also had the highest number positive case closures due to employment in the state.</p> <p>Program year-to-date, CSBD has enrolled 378 WIOA Adult and D/W customers into training programs. This includes traditional classroom training and work-based training via Internships and On-the-Job Training.</p>		
Strategies and Action Steps	<p>The following steps were taken to increase training opportunities for our customers so they are able to secure self-sufficient wages:</p> <ul style="list-style-type: none"> • Added several new medical training programs to our ITA list, including a rapid credentialing program for the EKG Technology program. • Started a virtual meet and learn with our training providers, so that our staff can better understand their technical training programs and their requirements. This will allow our staff to assess and determine which customers are more likely to be successful in those programs, making it a win-win for all parties involved. • Hired an Apprenticeship Navigator to develop apprenticeship opportunities with employers for job seekers. 		

**Overview of the CareerSource Broward Region
Not Seasonally Adjusted
April 16, 2021**

- The unemployment rate in the CareerSource Broward region (Broward County) was 5.3 percent in March 2021. This rate was 0.6 percentage point lower than the region's year ago rate of 5.9 percent. The region's March 2021 unemployment rate was equal to the state rate of 5.3 percent. The labor force was 1,023,552, down 44,997 (-4.2) over the year. There were 54,041 unemployed residents in the region.
- In March 2021 nonagricultural employment in the Ft. Lauderdale-Pompano Bch-Deerfield Bch Metro Division was 815,700, a decrease of 46,800 jobs (-5.4 percent) over the year.
- The leisure and hospitality (-12,800 jobs); professional and business services (-7,700 jobs); trade, transportation, and utilities (-7,500 jobs); education and health services (-5,400 jobs); government (-4,600 jobs); other services (-3,900 jobs); manufacturing (-2,000 jobs); financial activities (-1,800 jobs); information (-1,000 jobs); and construction (-100 jobs) industries lost jobs over the year.

Note: All data are subject to revision.

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

Unemployment Rates (not seasonally adjusted)	Mar-21	Feb-21	Mar-20
CareerSource Broward (Broward County)	5.3%	5.1%	5.9%
Florida	5.3%	5.1%	5.0%
United States	6.2%	6.6%	4.5%

Nonagricultural Employment by Industry (not seasonally adjusted)	Ft. Lauderdale-Pompano Beach-Deerfield Beach Metropolitan Division				Florida			
	Mar-21	Mar-20	change	percent change	Mar-21	Mar-20	change	percent change
	Total Employment	815,700	862,500	-46,800	-5.4	8,599,500	9,047,400	-447,900
Mining and Logging	NA	NA	NA	NA	5,500	5,400	100	1.9
Construction	49,900	50,000	-100	-0.2	564,100	572,600	-8,500	-1.5
Manufacturing	27,000	29,000	-2,000	-6.9	381,400	387,800	-6,400	-1.7
Trade, Transportation, and Utilities	186,400	193,900	-7,500	-3.9	1,760,600	1,806,200	-45,600	-2.5
Wholesale Trade	50,100	51,900	-1,800	-3.5	346,300	356,000	-9,700	-2.7
Retail Trade	102,500	107,300	-4,800	-4.5	1,062,900	1,096,700	-33,800	-3.1
Transportation, Warehousing, and Utiliti	33,800	34,700	-900	-2.6	351,400	353,500	-2,100	-0.6
Information	18,600	19,600	-1,000	-5.1	130,200	137,800	-7,600	-5.5
Financial Activities	63,300	65,100	-1,800	-2.8	599,000	601,000	-2,000	-0.3
Professional and Business Services	143,400	151,100	-7,700	-5.1	1,380,200	1,394,500	-14,300	-1.0
Education and Health Services	109,000	114,400	-5,400	-4.7	1,322,700	1,366,900	-44,200	-3.2
Leisure and Hospitality	83,400	96,200	-12,800	-13.3	1,026,900	1,269,800	-242,900	-19.1
Other Services	31,600	35,500	-3,900	-11.0	327,500	352,400	-24,900	-7.1
Government	103,000	107,600	-4,600	-4.3	1,101,400	1,153,000	-51,600	-4.5

Population	2019	2018	change	percent change
CareerSource Broward (Broward County)	1,935,878	1,917,122	18,756	1.0
Florida	21,477,737	21,244,317	233,420	1.1

Average Annual Wage	2019	2018	change	percent change
CareerSource Broward (Broward County)	\$54,646	\$52,974	\$1,672	3.2
Florida	\$51,744	\$50,092	\$1,652	3.3

Note: All data are subject to revision.

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

Questions and Answers
Florida Department of Economic Opportunity
Employment and Unemployment Data
March 2021
(Released April 16, 2021)

1. What are the current Florida labor statistics and what changes were there over the month and over the year?

Unemployment Rates

- Florida's seasonally adjusted unemployment rate for March 2021 was 4.7 percent. This represented 475,000 jobless out of a labor force of 10,170,000.
- Florida's March 2021 unemployment rate was unchanged over the month.
- Florida's unemployment rate was down 0.2 percentage point from the March 2020 rate of 4.9 percent. This is the first time since February 2020 that the rate has declined over the year.
- Note that the number unemployed is not the same as the number of individuals receiving Reemployment Assistance (RA) benefits. The definition of unemployed is those that are without a job, but actively seeking work. A person seeking work is considered unemployed even if they never held a job before. Collecting RA is not a requirement for being counted as unemployed.

Job Counts

- Total nonagricultural employment in Florida was 8,553,600 in March 2021, a loss of 445,800 jobs over the year (-5.0 percent). This rate of decline is down from the over-the-year rate of decline of 12.6 percent in April 2020, the highest rate during the pandemic.
- For the 12th consecutive month, Florida experienced a negative over-the-year job growth.
- Total nonagricultural employment increased by 32,200 jobs (+0.4 percent) over the month. This is the seventh consecutive month of job gains.

2. How do Florida's labor statistics compare to the nation?

- Florida's March 2021 unemployment rate of 4.7 percent was 1.3 percentage points below the national rate of 6.0 percent.
- Florida's unemployment rate has been lower than the national rate for eight consecutive months.
- Florida's March 2021 private-sector over-the-year rate of decline of 5.0 percent was more than the national over-the-year decline of 4.3 percent.

3. What are the categories of unemployed individuals?

“Job losers” are those on layoff or termination seeking work; “job leavers” are those that voluntarily leave a job and then seek work; “re-entrants” are those that left the labor force and have rejoined to seek work; and “new entrants” are those that enter the labor market for the first time seeking work. A decreasing percentage of job losers as compared to the other categories can be interpreted as a sign of an improving economy.

National – Monthly

- Unemployed persons by reason for unemployment (as a percent of total unemployed), March 2021 for the United States (seasonally adjusted):
 - Job losers 63.8% (up from 58.2% a year ago)
 - Job leavers 8.0% (down from 9.9% a year ago)
 - Reentrants 23.1% (down from 24.6% a year ago)
 - New entrants 5.1% (down from 7.3% a year ago)

Florida – 12-Month Moving Average

- Unemployed persons by reason for unemployment (as a percent of total unemployed), 12-month average ending March 2021 for Florida (not seasonally adjusted):
 - Job losers 78.4% (up from 44.4% a year ago)
 - Job leavers 4.1% (down from 16.8% a year ago)
 - Reentrants 13.1% (down from 27.2% a year ago)
 - New entrants 4.4% (down from 11.6% a year ago)

4. What are the unemployment rates based on education levels?

- Unemployment rates by educational attainment, March 2021 for the United States (seasonally adjusted, labor force members aged 25 and older):
 - Less than a high school diploma 8.2%
 - High school graduates, no college 6.7%
 - Some college or associate degree 5.9%
 - Bachelor’s degree and higher 3.7%
- Unemployment rates by educational attainment, 12-month average ending March 2021 for Florida (not seasonally adjusted, labor force members aged 25 and older):
 - Less than a high school diploma 13.7%
 - High school graduates, no college 8.3%
 - Some college or associate degree 8.1%
 - Bachelor’s degree and higher 6.5%

5. What was the duration of unemployment in Florida?

Note: This includes all the unemployed/job seekers, not just the number of people receiving Reemployment Assistance benefits.

- Duration of unemployment for Florida (12-month average ending March 2021):

Unemployed Duration	Percent of Total
Total:	100
Less than 5 weeks	26.3 (down from 34.4 a year ago)
5 to 14 weeks	34.5 (up from 27.1 a year ago)
15 to 26 weeks	19.4 (up from 14.6 a year ago)
27 to 51 weeks	13.2 (up from 8.2 a year ago)
52 weeks (1 year) and over	6.6 (down from 15.7 a year ago)
Average weeks of unemployment:	18.3 (down from 24.3 a year ago)

(Long-term unemployed (27 weeks and over) is the sum of 13.2 and 6.6, which is 19.8 percent, down 4.1 percentage points from a year ago.)

6. What was the full-time and part-time status of the employed?

National-Monthly

- Full-time and part-time status of the employed (as a percent of total employed), March 2021 for the United States (seasonally adjusted):
 - Full-time 83.4 % (up from 83.0% a year ago)
 - Voluntary part-time 12.7 % (down from 13.2% a year ago)
 - Part-time for economic reasons 3.9% (up from 3.7% a year ago)

Florida – 12-month Moving Average

- Full-time and part-time status for the employed (as a percent of total employed), 12-month average ending March 2021 for Florida (not seasonally adjusted):
 - Full-time 86.2% (up from 85.1% a year ago)
 - Voluntary part-time 9.8% (down from 11.9% a year ago)
 - Part-time for economic reasons 3.0% (up from 2.4% a year ago)

7. What is Florida's current level of initial claims for Reemployment Assistance (RA)?

- For the most up to date Reemployment Assistance statistics please see the Department's Reemployment Assistance Claims Dashboard:

http://lmsresources.labormarketinfo.com/covid19/initial_claims.html

8. What are the annual Florida unemployment rates by age, gender, and race; and Veterans unemployment rates?

Latest Unemployment Rates by Age, Gender, and Race

- Florida 2020 annual average unemployment rates from the U.S. Department of Labor, Bureau of Labor Statistics, Current Population Survey:
 - Unemployment rates by age:
 - 16 to 19 years 20.4 percent
 - 20 to 24 years 12.8 percent
 - 25 to 34 years 8.3 percent
 - 35 to 44 years 6.7 percent
 - 45 to 54 years 7.2 percent
 - 55 to 64 years 6.2 percent
 - 65 years and over 7.7 percent
 - Unemployment rates by gender:
 - Male 7.6 percent
 - Female 8.4 percent
 - Unemployment rates by race and ethnicity:
 - White 7.3 percent
 - Black 11.2 percent
 - Hispanic 9.5 percent

Latest Florida and U.S. Veterans Unemployment Rates, 2020 – Current Population Survey (CPS)

- Florida’s unemployment rate for Veterans (5.0 percent) was lower than the national rate (6.5 percent), and lower than the rate for nonveterans (8.0 percent).

Florida and the United States Employment Status by Veteran Status		
Universe: Civilian non-institutionalized population 18 years and over		
2020 CPS Annual Averages, Not Seasonally Adjusted		
	Veterans	Nonveterans
FLORIDA		
Total population, 18 years and over	1,361,000	15,800,000
In labor force	585,000	9,408,000
Employed	555,000	8,657,000
Unemployed	29,000	750,000
Unemployment rate	5.0%	8.0%
U.S.		
Total population, 18 years and over	18,466,000	233,099,000
In labor force	8,918,000	149,742,000
Employed	8,338,000	137,739,000
Unemployed	581,000	12,003,000
Unemployment rate	6.5%	8.0%

Source: U.S. Bureau of Labor Statistics, Current Population Survey, 2020.