



**Broward Workforce Development Board
Youth Committee**
Tuesday, September 15, 2026
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 779 750 7566
Zoom Password: 223498
Zoom Call-In: 1 646 931 3860

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

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

PROTOCOL FOR TELEPHONE/ZOOM MEETING

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

The Committee is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board, 2) the nature of the conflict, and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

SELF-INTRODUCTIONS

NEW COMMITTEE MEMBER INTRODUCTION

Claudeen Williams, TD Bank U.S

PRESENTATION TO THE COMMITTEE

The Florida Independence, Training, and Education (FLITE) Center will present on youth services and how they are able to leverage those services with funding from CareerSource Broward.

APPROVAL OF MINUTES

Approval of the Minutes of the 3/17 Youth Committee Meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Meeting

Pages 6 – 10

NEW BUSINESS

1. Youth Committee Strategic Planning Matrix PY 26/27

On 4/23, the Board held its annual planning meeting. At the meeting, two separate workgroups discussed and made recommendations for the upcoming year. The Board approved these recommendations at the 5/28 meeting and staff has distributed the recommendations amongst Board committees. The goals and objectives are tracked by each committee in the form of a strategic planning matrix. The proposed PY 26/27 matrix is presented for your review. Consideration to approve 1) the matrix and 2) the CSBD staff-developed benchmarks.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Youth Committee Matrix

Pages 11 – 14

2. Youth Employment Barriers and Service Gaps Survey

CSBD is championing innovative ways to increase our impact on youth in Broward County. An integral part of successfully achieving our goal is to identify the barriers impacting youth employment and gaps in the services and resources available to address them. This will be accomplished using a Youth Employment Barriers and Service Gaps Survey. This survey will assist us in identifying strategies and resources that can help youth successfully obtain and retain employment. It is recommended that the Youth Committee review and provide input on the questions included in the Youth Employment Barriers and Service Gaps Survey.

RECOMM	Dependent on Discussion
ACTION	Motion for Approval
EXHIBIT	Memo #05-26 (OPS)

Pages 15 – 16

REPORTS

1. WIOA Youth Provider Performance for Program Year (PY) 25/26

For PY 25/26, CSBD funded four (4) Out-of-School Youth (OSY) and two (2) In-School Youth (ISY) programs. Youth received case management, career pathway planning, occupational skills training, and job readiness preparation while enrolled in the programs. While the SBBC experienced some challenges this year in meeting their OSY enrollment goals, largely due to an overall decline in enrollment, our youth providers are meeting their contractual goals. The following report provides the Youth Committee with provider performance as required under their agreements.

ACTION	None
EXHIBIT	Memo #03-26 (OPS)

Pages 17 – 22

2. WIOA Youth Provider Performance for Program Year (PY) 26/27

For PY 26/27, CSBD has entered into 4 contracts for services to Out-of-School Youth (OSY) and two (2) contracts for In-School Youth (ISY). The youth receive case management, career pathway planning, occupational skills training, work experience and job readiness preparation. The report provides the Youth Committee with an update on provider performance, as required under their agreements.

ACTION	None
EXHIBIT	Memo #04-26 (OPS)

Pages 23 – 27

3. Summer Youth Employment Program 2026

The Summer Youth Employment Program had a remarkable year, receiving over 3,000 applications and placing nearly 1,300 youth at more than 400 worksites across Broward County. These opportunities provided real-world career exploration in 1) healthcare 2) skilled trades and 3) hospitality, with youth gaining hands-on experience in a variety of professional settings such as working alongside paralegals to conduct research for cases and assisting with patient registration and administrative tasks in hospitals. The Children's Services Council of Broward County conducted an administrative and fiscal review of the SYEP Program for Summer 2026, and we were commended for having no findings.

ACTION	None
EXHIBITS	CSC Financial and Administrative Review Letter SYEP 2026 Slideshow

Page 28

4. National Workforce Development Month

September marks National Workforce Development Month, a time to recognize and celebrate workforce development professionals' critical role in strengthening our economy. This week, CEO/President Carol Hylton and CSBD team members are attending the Annual State Workforce Summit, joining workforce professionals from across Florida to share best practices, discuss emerging workforce trends, and explore strategies to better serve job seekers and employers.

ACTION	None
EXHIBIT	None

MATTERS FROM THE YOUTH COMMITTEE CHAIR

MATTERS FROM THE YOUTH COMMITTEE

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE NEXT YOUTH COMMITTEE MEETING IS NOVEMBER 10, 2026
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Zoom Meeting ID: 779 750 7566

Zoom Password: 223498

Zoom Call-In: 1 646 931 3860

MEETING MINUTES

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

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

ATTENDEES: Traci Schweitzer and Dawn Liberta, who chaired the meeting.

STAFF: Carol Hylton, Maurice Gardner, Kimberly Bryant, Mark Klinecicz, Rochelle Daniels, Yushika Florence, and LaTanya Brown.

GUEST: Christy Bradford, School Board of Broward County

APPROVAL OF MINUTES

Approval of the Minutes of the 11/18 Youth Committee Meeting.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the minutes of the 11/18 meeting.

NEW BUSINESS

1. Approval of Work Experience Contract for Marine Industries Association of South Florida

Considered approval of a non-financial Summer Youth Employment Program contract with Marine Industries Association of South Florida (MIASF). CSBD is the employer of record and summer youth are covered by CSBD workers' compensation. Because Board Member Lori Wheeler is employed by MIASF, a 2/3 vote of the Board is required.

Dawn Liberta presented the item and there was no further discussion.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the work experience contract for Marine Industries Association of South Florida.

2. PY 26/27 School Board of Broward County (SBBC) Out-of-School (OSY) & In-School Youth (ISY) Contract Renewals

Considered approval of PY 26/27 contract renewals for the SBBC in the amounts of 1) \$300,000 to serve 75 OSY and 2) \$170,000 to serve 65 ISY, subject to negotiation. These amounts are lower than this year's awards because we anticipate a decrease in our youth allocation for PY 26/27. Further, the SBBC has reported that their OSY enrollments are lower than last year.

This is the 2nd of 4 renewals under their current contracts. Because Board Member, Dr. Howard Hepburn, is employed by the SBBC, a 2/3 vote of the Board is required.

Rochelle Daniels reviewed the recommendation.

Dawn Liberta asked about the funding levels compared to the previous program year. Yushika Florence provided the prior-year amounts. Ms. Daniels indicated that the recommendation reflects a slight reduction, consistent with a projected decrease in overall youth program funding.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the PY 26/27 contract renewals for the School Board of Broward County Out-of-School and In-School-Youth.

3. PY 26/27 Out-of-School Youth & In-School Youth Contract Renewals

Considered approval of PY 26/27 youth contract renewals. We anticipate youth funds will be decreased for PY 26/27. Also, providers have reported that enrollments are a little lower than last year. As a result, we are recommending funding at slightly lower levels than previously approved, except for The Center for Independent Living of Broward (CILB), as they only have one case manager. Renewals are recommended for our providers at the amounts as stated: 1) CILB to serve 12- 15 OSY in the amount of \$58,896, 2) Helping Advance and Nurture the Development of Youth (HANDY) to serve 12 - 15 OSY in the amount of \$87,000, 3) The Fort Lauderdale Independent Training and Education (FLITE) Center to serve 30 OSY in the amount of \$160,000 and, 4) Junior Achievement of South Florida (JA) to serve 25 ISY in the amount of \$140,000. The budget amounts vary due to differences in direct overhead and the different program designs. All contracts are subject to negotiation. This is the 2nd of 4 renewals under their current contracts.

Dawn Liberta presented the item.

Rochelle Daniels reviewed the recommended funding levels and advised that all youth providers were contacted by phone regarding the new contract amounts, except for FLITE, whom we did not reach.

Traci Schweitzer inquired about the impact reduced funding levels would have on the Navigator position supporting youth vulnerable to human trafficking. Carol Hylton indicated that providers are experiencing lower youth engagement and increased hesitancy among youth and families to provide required enrollment information so we don't anticipate any impact.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the PY 26/27 contract renewals for out-of-school and in-school youth 1) The Center for Independent Living of Broward (CILB) 2) Helping Advance and Nurture the Development of Youth (HANDY) 3) The Florida Independent Training and Education (FLITE) Center and for in-school youth 4) Junior Achievement of South Florida (JA).

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

Considered acceptance of \$19,500 in donations from various organizations and board members to support the 2026 WOW Career Exploration event. CareerSource Broward partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/4,

where over 1,000 9th and 10th graders from high schools across the county were invited to learn about career pathways through 10 worlds that consisted of hands-on and virtual reality immersive exhibits.

Dawn Liberta presented the item.

A brief video highlighting the 2026 WOW Career Exploration event was shown.

Carol Hylton provided an overview of the career exploration worlds featured during the event and shared that we received positive feedback from the student surveys. She also highlighted the aviation simulator experience and emphasized the importance of introducing students, especially young women, to non-traditional career pathways and skilled trades opportunities.

Ms. Hylton also added that QR codes linking to occupational videos were included in the WOW Book to increase awareness of career opportunities and encourage greater interest in those occupations.

Christy Bradford expressed the School Board's appreciation for the partnership and also noted receiving positive responses from students participating in the event.

Dawn Liberta commented on the enthusiasm she observed within the Healthcare World and that she particularly enjoyed the hands-on demonstrations.

Everyone agreed it was a wonderful event and very meaningful for the youth.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the acceptance of the donations for the Worlds of Work Event in the amount of \$19,500.

5. Updates to the Youth Committee Strategic Planning Matrix PY 25/26

Considered approval of the final updates to the Strategic Planning Matrix.

Dawn Liberta presented the item and Maurice Gardner reviewed the recommendation.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the final updates to the Strategic Planning Max.

REPORTS

1. Apprenticeship Podcast

CSBD has released the seventh episode of The Source Podcast, exploring pre-apprenticeship and registered apprenticeship opportunities for youth. The episode is hosted by Yushika Florence, CSBD's Youth Programs and Services Manager. It features Rick Shawbell, CSBD Board Member and Training Director of the Florida East Coast Electrical Joint Apprenticeship Training Committee (JATC), along with Blake Kanarek, JATC Instructor. Their discussion highlights how apprenticeships combine classroom instruction with on-the-job training, enabling participants to build practical skills while earning an income. The podcast is part of CSBD's digital marketing strategy and is now available to stream on Spotify.

Traci Schweitzer shared that she thought the apprenticeship podcast was a great initiative, highlighting the benefit of learning while getting paid, especially given the current cost of living.

2. How to Get Started In Skilled Trades: A Starter Guide For Youth & Young Adults (16-24)

CSBD has created a “How To Get Started in Skilled Trades” Starter Guide for Youth and Young Adults (Ages 16–24). This two-page resource gives our future workforce a clear, engaging overview of today’s skilled trades, outlines practical training pathways, and provides a simple roadmap for getting started. It also highlights helpful career resources, including CSBD, to help youth move toward apprenticeships, certifications, and employment.

Dawn Liberta described the guide as “awesome” and expressed support for providing accessible career information and resources to youth.

3. Summer Youth Employment Program (SYEP) Update

Our Summer Youth Application Portal had about 3,000 youth who applied to the summer program. The employer portal is open, and we are looking for private employers, not-for-profit organizations, and municipalities to serve as worksites for youth over the summer. The program offers employers an incredible opportunity to empower the next generation. We are asking committee members to distribute the flyer link to their employer networks.

Carol Hylton shared that CSBD has applied for an additional \$1.5 million grant to expand the Summer Youth Employment Program over the next three years, which could allow the program to serve approximately 100 additional youth annually. She noted that we expect to receive an update on the award soon.

Ms. Hylton also emphasized the need for additional employers to participate as summer worksites and encouraged committee members to share the program flyer within their networks. She added that youth participants can select up to six worksite preferences, allowing staff to match them with opportunities that best align with their interests.

Ms. Hylton thanked committee members for their continued support and for their role in helping youth move forward toward future career opportunities.

4. Taylor, Hall, Miller, and Parker (THMP) P.A. WIOA Youth Monitoring Results

THMP conducted Youth program monitoring in February 2026. They received 20 WIOA Youth case files consisting of 1,260 elements. There were 0 findings resulting in a 0% error rate. CSBD commends the youth providers for their commitment to quality while providing valuable services to the community.

Maurice Gardner acknowledged Youth Program and Services Manager Yushika Florence, along with the Youth Providers, for their hard work and commitment to quality performance.

Dawn Liberta also extended her congratulations to the team for their accomplishments.

MATTERS FROM THE YOUTH COMMITTEE CHAIR

None.

MATTERS FROM THE YOUTH COMMITTEE

Traci Schweitzer shared information about the upcoming Annual Pinwheel Garden event on April 1 and invited committee members to attend.

Ms. Schweitzer also shared that she attended an early childhood court event and discussed connecting ChildNet with CSBD to provide information on available services.

Ms. Hylton thanked her for the referral opportunity and advised that the CSBD Community Liaison would follow up on the information once we receive it.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton shared that SYEP is currently performing intake functions for approximately 1,200–1,300 youth participants.

Ms. Hylton also provided an update on the AI Playbook for Small and Medium-Sized Employers, noting that it will be hosted online to ensure accessibility across multiple platforms. Ms. Hylton added that plans are underway to host employer forums to gather feedback and better understand employer needs and concerns. She stated that the team is excited about the project and upcoming launch, emphasizing the importance of providing a resource that employers genuinely find useful.

Dawn Liberta expressed support for the project and noted that she thought it was great. She also shared her excitement for the upcoming NAWB Conference.

ADJOURNMENT – 01:08 p.m.

THE NEXT YOUTH COMMITTEE MEETING IS ON JUNE 9, 2026.
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YOUTH SERVICES COMMITTEE

Strategic Planning Matrix for PY 26/27

Jim Ryan

BWDB Board Chair

Dawn Liberta

Youth Chair

Carol Hylton

President/CEO

CareerSource Broward Mission:

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

CareerSource Broward Vision:

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

Youth Services Committee Goal:

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

STATE STRATEGIC GOAL: Lead the Nation in Economic Growth and Prosperity by Supporting Talent and Business Development.

CareerSource Broward Strategic Goal #2:

Maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
2.0 –Increase engagement with educational institutions and employers to expand access to CSBD work experience opportunities.	2.0.1 – Reintroduce work experience to youth providers and gather feedback on their experience with its use.	Pros and cons of work experience identified.	10/26	All Youth Provider Meeting scheduled for October 1, 2026 and work experience is on the agenda.
	2.0.2 – Identify contact persons at interested educational institutions to develop a process for connecting eligible students to CSBD work experience.	At least 5 contacts identified and process established to connect students to CSBD work experience.	1/27	
	2.0.3 – Engage employers to develop new work experience opportunities and connect youth.	10 youth placed in new work experience opportunities.	3/27	
2.1 – Identify service gaps and non-educational barriers impacting youth employment, training participation, and career pathway success.	2.1.1 – Survey youth providers and organizations that serve youth to identify the most significant employment barriers and service gaps affecting the youth they serve.	Top 5 service gaps/barriers identified.	10/26	Proposed survey created for feedback from the Youth Committee before distribution.
	2.1.2 – Research resources, partners, and services available to address the priority barriers.	Resources and partners mapped to each priority barrier, and shared with youth providers and partners.	1/27	

STATE STRATEGIC GOAL: Lead the Nation in Economic Growth and Prosperity by Supporting Talent and Business Development.

CareerSource Broward Strategic Goal #4:

Encourage job seekers to choose CSBD for comprehensive employment, education, and training services, and connect them to the workforce system using the state's job bank.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
4.0 – Promote the value of paid work experience as a training aid and its effectiveness in preparing youth for skill development, employment, and career pathway advancement beyond traditional classroom-based training.	4.0.1 – Review the current WEX evaluation process to better measure youth skill development and employment readiness.	Enhanced work experience evaluation tool developed and implemented.	11/26	
	4.0.2 – Review work experience evaluation results and feedback to identify outcomes and success stories.	One youth success story highlighting the impact of work experience shared each quarter.	2/27	
4.1 – Explore opportunities to strengthen pathways from youth workforce programs, educational institutions, and pre-apprenticeship programs into registered apprenticeship opportunities.	4.1.1 – Identify registered apprenticeship opportunities that align with youth programs, educational institutions, and pre-apprenticeship programs.	Priority apprenticeship opportunities and entry requirements identified.	11/27	
	4.1.2 – Work with apprenticeship sponsors and youth/education partners to develop a process for referring eligible youth to registered apprenticeships.	Youth referred to registered apprenticeships.	3/27	

Memorandum #05-26 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

Subject: Youth Employment Barriers and Service Gaps Survey

Date: September 4, 2026

SUMMARY

CareerSource Broward (CSBD) is championing innovative ways to increase our impact on youth in Broward County. An integral part of successfully achieving our goal is to identify the barriers impacting youth employment and gaps in the services and resources available to address them. This will be accomplished using a Youth Employment Barriers and Service Gaps Survey. This survey will assist us in identifying strategies and resources that can help youth successfully obtain and retain employment. It is recommended that the Youth Committee review and provide input on the questions included in the Youth Employment Barriers and Service Gaps Survey.

BACKGROUND

CSBD routinely surveys employers and job seekers to gather feedback and remain responsive to the needs of the customers and communities we serve. During this year's CSBD Board planning session, members recommended identifying service gaps and non-educational barriers impacting youth employment.

DISCUSSION

The Youth Employment Barriers and Service Gaps Survey will be distributed electronically to CSBD youth providers and organizations throughout Broward County that serve youth but are not currently CSBD partners.

The survey will focus on the barriers affecting youth's ability to obtain and retain employment, the services and supports most needed to address those barriers, and areas where community resources may be limited or difficult to access.

Using this information, CSBD will explore opportunities to address identified gaps through enhanced services, resources, and community partnerships. The survey questions are provided for review and input.

RECOMMENDATION

It is recommended that the Youth Services Committee review, provide input, and approve the questions on the Youth Employment Barriers and Service Gaps Survey.

CareerSource Broward
2026 Youth Employment Barriers and Service Gaps Survey

1. **What are the biggest barriers affecting the ability of youth you serve to get or keep a job?** Select up to five.

- | | |
|---|--|
| ☐ Transportation | ☐ Childcare / Family Responsibilities |
| ☐ Housing Instability | ☐ Limited Work Experience |
| ☐ Mental Health/Well-Being | ☐ Justice Involvement |
| ☐ Technology / Internet access | ☐ Disability-related Needs |
| ☐ Financial Challenges | ☐ Workplace/Professional Skills |
| ☐ Lack of identification/documents | ☐ Employer Hiring Practices |
| ☐ Other (Please specify) | |

2. **Of the barriers you selected, which one has the greatest impact on youth obtaining or maintaining employment?**

3. **What makes it difficult for youth to access the services or resources they need?**
For example: availability, eligibility requirements, cost, transportation, wait times, or lack of awareness.

4. **Which services or opportunities would make the greatest difference in helping youth get or keep a job?** Select up to three.

- | | |
|---|--|
| ☐ Paid Work Experience / Internships | ☐ Job Training / Industry Credentials |
| ☐ Career Exploration / Guidance | ☐ Mentoring / Coaching |
| ☐ Mental Health / Wellness Services | ☐ Financial Assistance |
| ☐ Technology / Internet access | ☐ Disability Services |
| ☐ Legal / Justice-System Assistance | ☐ Housing Assistance |
| ☐ Other (Please specify) | |

5. **What one additional resource, service, or partnership would make the greatest difference for the youth you serve?**

Memorandum #03-26 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

Subject: WIOA Youth Provider Performance for Program Year (PY) 25/26

Date: August 27, 2026

SUMMARY

For PY 25/26, CareerSource Broward (CSBD) funded four (4) Out-of-School Youth (OSY) and two (2) In-School Youth (ISY) programs. Youth received case management, career pathway planning, occupational skills training, and job readiness preparation while enrolled in the programs. While the SBBC experienced some challenges this year in meeting their OSY enrollment goals, largely due to an overall decline in enrollment, our youth providers are meeting their contractual goals. The following report provides the Youth Committee with provider performance as required under their agreements.

BACKGROUND

For PY 25/26 which ended on 6/30 CSBD funded four (4) OSY program contracts for the delivery of WIOA youth services. Each OSY program serves youth between ages 17-24 through case management; referrals to WIOA funded services, career pathway and planning, employability skills training, and paid work experience. They were:

- The School Board of Broward County (SBBC) – GED Program
- The Florida Independence, Training and Education (FLITE) Center – Let's Get To Work Program
- Helping Advance and Nurture the Development of Youth (HANDY) – The LIFE Program
- Center for Independent Living (CIL) – Jobs for youth.

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

- SBBC
- Junior Achievement of South Florida (JA)

Last year, CSBD's youth providers served a total of 250 low-income youth facing substantial barriers including: high school drop-outs, youth with disabilities, foster care youth, justice system involved youth, and homeless youth.

DISCUSSION

The following charts provide an overview of each provider's performance for PY 25/26.

SBBC OSY GED PROGRAM

SBBC OSY provides youth with assistance towards obtaining their high school credential together with individual pathway plans, work experience and employability skills training.

Contract Deliverables	Due Date	Performance	CSBD Comments
Enroll 110 youth into the OSY GED program.	3/31/26	82 youth were enrolled.	Enrollment was below target. The SBBC reported overall declines in enrollment. 31 youth are being carried forward. For PY 26/27, we have reduced the number of OSY to take into account this concern.
90% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/26	77 youth (94%) received an MSG.	
Of the 57 youth that must exit prior to 6/30/26, 48 youth, which is 85%, must complete their GED and obtain a High School credential by 6/30/26.	6/30/26	41 youth (71%) obtained their GED.	The SBBC reported a higher number of dropouts this year due to justice involvement and mental health issues among some youth. While PY 25/26 performance is already established, the SBBC is working to reengage these youth for future success.
Of the 57 youth that must exit prior to 6/30/26, 48 youth, which is 85%, must enter the military, post- secondary education or unsubsidized employment during the 2 nd quarter after exit.	6/30/26	52 youth exited. 44 youth have been placed. There were 2 neutral exits. ¹	Youth continue to receive follow-up support focused on improving employment outcomes during the 2nd quarter after exit.

¹ A neutral exit occurs when a participant cannot continue in the program because of 1) medical reasons 2) incarceration 3) returning to active duty or 4) death.

HANDY – THE LIFE PROGRAM

HANDY's The LIFE Program serves youth with barriers to employment and education through case management; referral to WIOA funded services, career pathway planning, job placement, and follow up services.

Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 20 OSY.	3/31/26	20 youth enrolled. 2 were carried forward from PY 24/25.	
100% of youth enrolled in training must achieve a measurable skills gain (MSG).	6/30/26	Training is optional for youth enrolled in the program. No youth were enrolled in training.	
100% of youth enrolled in a GED or post-secondary training must attain their GED or post-secondary credential in the program year in which they exit.	6/30/26	No youth were enrolled in training.	
Of the youth that must exit prior to 6/30/26, 15 youth, which is 85%, must enter the military, post- secondary education or unsubsidized employment upon exit.	6/30/26	17 youth exited. 15 youth have been placed.	

THE FLITE CENTER – LET’S GET TO WORK PROGRAM

FLITE's Let's Get to Work program serves foster care youth with on-site GED preparation, employability skills training, and WEX to ensure the successful transition into adulthood.

Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 36 OSY	3/31/26	36 youth were enrolled. 8 were carried forward from PY 24/25.	
100% of youth enrolled in training must achieve a measurable skills gain.	6/30/26	Training is optional for youth enrolled in the program. No youth were enrolled in training.	
100% of youth enrolled in training must obtain their GED or post-secondary credential in the year that they exit.	6/30/26	No youth were enrolled in training.	
Of the youth that exit prior to 6/30/26; 21 youth, which is 85%, must enter the military, post- secondary education or unsubsidized employment at exit.	6/30/26	26 youth exited. 21 have been placed. There were 2 neutral exits. ²	

- ². A neutral exit occurs when a participant cannot continue in the program because of 1) medical reasons 2) incarceration 3) returning to active duty or 4) death.

CIL – JOBS FOR YOUTH PROGRAM			
CIL's Jobs for Youth program helps youth with disabilities achieve their career and occupational goals through help with peer counseling, WEX, and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 - 15 youth into the program.	3/31/26	12 youth enrolled. 6 were carried forward from PY 24/25.	
Of the 6 youth that must exit prior to 6/30/26; 5 youth, which is 85%, must enter the military, post-secondary education, or be in unsubsidized employment in the 2nd quarter after exit	6/30/26	7 youth exited. 4 youth have been placed.	CIL continues to work with the youth through their retention period.

SBBC ISY Program			
SBBC ISY provides youth with assistance towards obtaining their high school credential together with individualized career pathway plans, work experience, and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 75 youth into the ISY program.	6/30/26	75 youth enrolled.	
100% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/26	75 youth (100%) have received an MSG.	
Of the 75 youth that must exit prior to 6/30/26, 68 youth, which is 90%, must obtain a High School credential by 6/30/26.	6/30/26	74 youth (98%) obtained their High School credential.	
Of the 75 youth that must exit prior to 6/30/26, 68 youth must enter the military, post-secondary education or unsubsidized employment during the 2 nd quarter after exit from the program.	6/30/26	75 youth exited and have been placed.	

JA ISY Program			
JA ISY provides youth with employability skills training and assists youth with planning their individual career pathways.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll a minimum of 22 and up to 25 youth into the ISY program.	6/30/26	22 youth enrolled.	
100% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/26	22 youth (100%) have earned an MSG.	
Of the youth that must exit prior to 6/30/26, 21 youth, which is 95%, must attain their High School credential by 6/30/25.	6/30/26	22 youth (100%) have obtained their high school credential.	
Of the youth that must exit prior to 6/30/26, 20 youth, which is 90%, of them must enter the military, post-secondary education or unsubsidized employment during the 2 nd quarter after exit from the program.	6/30/26	22 youth exited and 21 have been placed.	

RECOMMENDATION

None. For information only.

Memorandum #04-26 (OPS)

To: Youth Committee
From: Carol Hylton, President/CEO
Subject: WIOA Youth Performance for Program Year (PY) 26/27
Date: August 31, 2026

SUMMARY

For PY 26/27, CareerSource Broward (CSBD) has entered into 4 contracts for services to Out-of-School Youth (OSY) and two (2) contracts for In-School Youth (ISY). The youth receive case management, career pathway planning, occupational skills training, work experience and job readiness preparation. The report provides the Youth Committee with an update on provider performance, as required under their agreements.

BACKGROUND

As we entered into this program CSBD continues through contract renewals to fund four (4) OSY program for the delivery of WIOA youth services. They are:

- The School Board of Broward County (SBBC) – GED
- The Florida Independent Training and Education (FLITE) – Let's Get To Work Program
- Helping Advance and Nurture the Development of Youth (HANDY) – The LIFE Program
- Center for Independent Living (CIL) – Jobs for youth.

CSBD also continues to fund two (2) ISY programs. They are:

- SBBC
- Junior Achievement of South Florida (JA).

DISCUSSION

OSY and ISY programs have begun for PY 26/27 for all providers. The following charts provide an overview of each provider's performance for July 1, 2026 through August 31, 2026.

SBBC GED PROGRAM			
SBBC OSY GED program provides youth with assistance toward obtaining their high school credentials together with individual pathway plans and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 75 youth into the OSY GED program.	3/31/27	46 youth are enrolled. 31 youth were carried forward from PY 25/26.	
90% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/27	To date 29 (63%) youth have received an MSG.	Youth need to earn an MSG before 6/30/27.
Of the 53 youth that must exit by 6/30/27, 46 youth, which is 85% must complete their GED by 6/30/27.	6/30/27	2 youth have obtained their GED.	Credential attainment outcomes are expected to increase as youth progress through the program year.
Of the 53 youth that must exit prior to 6/30/27, 46 youth, which is 85%, must enter the military, post-secondary education, or be in unsubsidized employment during the 2 nd quarter after exit.	6/30/27	1 youth has exited.	Performance is still developing, as only one youth has exited and the program year remains in its early stages.

HANDY – THE LIFE PROGRAM			
HANDY's The Life Program serves youth with barriers to employment and education through case management; referral to WIOA funded services, career pathway planning, job placement and follow up services.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 15 OSY	3/31/27	9 youth are enrolled. 2 youth were carried forward from PY 25/26.	
90% of youth enrolled in training must achieve a measurable skills gain (MSG).	6/30/27	N/A - No youth are enrolled in training.	Training is optional for youth enrolled in this program.
90% of youth enrolled in a GED or post-secondary training must attain their GED or post-secondary credential in the program year in which they exit.	6/30/27	N/A - No youth are enrolled in training.	
Of the youth that will exit prior to 6/30/27, 85% shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit.	6/30/27	No youth have exited.	Performance is still developing, as no youth has exited and the program year remains in its early stages.

THE FLITE CENTER – LET'S GET TO WORK PROGRAM			
FLITE's Let's Get to Work program serves foster care youth with on-site GED preparation, employability skills training, and WEX to ensure the successful transition into adulthood.			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 30 youth	3/31/27	15 youth are enrolled. 10 youth were carried forward from PY 25/26.	
90% of youth enrolled in training must achieve a measurable skills gain.	6/30/27	N/A - No youth are enrolled in training.	Training is optional for youth enrolled in this program.
100% of youth enrolled in training must obtain their GED or post-secondary credential in the year that they exit.	6/30/27	N/A - No youth are enrolled in training.	
Of the youth that must exit prior to 6/30/27, 85% of the youth shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit.	6/30/27	No youth have exited.	Performance is still developing, as no youth have exited and the program year remains in its early stages.

CIL – JOBS FOR YOUTH PROGRAM			
CIL's Jobs for Youth program helps youth with disabilities achieve their career and occupational goals through help with peer counseling, WEX and employability skills training.			
Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 - 15 youth	3/31/27	8 youth are enrolled. 5 youth were carried forward from PY 25/26.	
Of the 6 youth that must exit prior to 6/30/27, 85% shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit.	6/30/27	No youth have exited to date.	Performance is still developing, as no youth have exited and the program year remains in its early stages.

RECOMMENDATION

None. For information only.

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Garry Johnson

August 21, 2026

Ms. Carol Hylton, CEO
CareerSource Broward
2890 W. Cypress Creek Rd.
Fort Lauderdale, FL 33309

Financial and Administrative Review of CareerSource Broward, CSC Funded Program and Contract-SYEP #23-5016.

Dear Ms. Hylton,

We are pleased to inform you that the Children's Services Council of Broward County (CSC) completed the financial and administrative review of CareerSource Broward, program and contract, SYEP #23-5016, funded by the CSC. The assessment tools are attached to this report.

In general, CareerSource Broward has sufficient controls in place to manage the program, and we are happy to report that there were no findings that impacted the administration of the program.

SYEP #23-5016:

- You are commended for a financial and administrative review with no findings.

A copy of this report has been retained in your file for future reference. If you plan to apply for future funding, the contents will be considered during the rating of your funding proposal.

Thank you for your cooperation during the review process. We hope that you find the administrative evaluation informative. Your Agency can respond in writing with feedback on the financial and administrative review experience and report. If you have questions, please contact me at (954) 377-1140 or [Mina Razavi's Email](mailto:mravazi@cscbroward.org) (mravazi@cscbroward.org).

Sincerely,

Mina Razavi

Mina Razavi
Assistant Director of Finance