



**Broward Workforce Development Board
Youth Committee**
Tuesday, November 18, 2025
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 730 243 5583
Zoom Password: 223498
Zoom Call-In: 1 646 876 9923

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

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

PROTOCOL FOR TELEPHONE/ZOOM MEETING

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

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

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

SELF-INTRODUCTIONS

PRESENTATION TO THE COMMITTEE

Fern Phillip, Jennifer Wennberg, and Tabitha Bush, Sr. Programs Managers with Children's Services Council, will present on the upcoming youth initiatives and programs.

APPROVAL OF MINUTES

Approval of the Minutes of the 9/16 Youth Committee Meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Meeting

Pages 6 – 10

NEW BUSINESS

1. Youth Committee Meeting Calendar 2026

Consideration to approve the Youth 2026 Committee meeting schedule. We have scheduled four (4) meetings for the upcoming year. Meetings are in person. On occasion, if necessary, a committee member can attend via Zoom.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #05-25 (OPS)

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2. Updates to the Youth Committee Matrix PY 25/26

Consideration to review and approve updates to the Strategic Planning Matrix.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Committee Strategic Planning Matrix

Pages 12 – 18

3. WIOA Youth Provider Performance

Consideration to accept the WIOA Youth Provider Performance Report for the period 7/1 to 11/10. For program year (PY) 25/26, CareerSource Broward currently contracts with four (4) Out-of-School Youth and two (2) In-School Youth programs. The youth receive case management, career pathway planning, occupational skills training, and job readiness preparation. This Youth Performance report provides the Youth Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act.

RECOMM	Review
ACTION	Motion to Accept
EXHIBIT	Memo #06-25 (OPS)

Pages 19 – 23

REPORTS

1. Summer Youth Employment Program Update

Planning for the 2026 Summer Youth Employment Program (SYEP) is currently underway, with the application portal set to open on 12/1. The program plans to serve over 1,000 youth ages 16 to 18, thanks to generous funding of over \$4.2 million from the Children's Services Council and \$700,000 from Broward County. Each participant will receive three days of employability skills training designed to prepare them for the workforce, followed by an eight-week meaningful summer work experience. SYEP continues to be a vital initiative that equips young people with practical skills, professional exposure, and opportunities for personal growth.

ACTION	None
EXHIBIT	SYEP Youth Application Flyer

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2. Worlds of Work (WOW) 2026 Planning

CareerSource Broward and the School Board of Broward County held a planning meeting on 11/14 to begin preparations for WOW 2026. In coordination with staff at the Amerant Bank Arena, the event has been tentatively scheduled for either March 4 or March 5, with final confirmation expected in early December. In response to student feedback requesting more time in each of the interactive "worlds," the number of worlds will be reduced from 12 to 10. This adjustment aims to enhance the overall experience and allow for deeper engagement. We are excited to continue building this immersive learning opportunity that students eagerly anticipate each year.

ACTION	None
EXHIBIT	None

3. Paychecks for Patriots Job Fair 2025

On 11/7, CSBD proudly hosted the 13th annual Paychecks for Patriots Job Fair, welcoming more than 2,400 job seekers, including over 350 veterans, and featuring 140+ employers actively recruiting talent. Youth providers referred work-ready participants, with Success Coaches accompanying them to provide added support. Employers in attendance included Broward Health, Memorial Healthcare, Seminole Hard Rock, Broward County Public Schools, Coca-Cola, Riverside Hotel, and numerous law enforcement agencies such as Fort Lauderdale Police, the FBI, Broward Sheriff's Office, and Pembroke Pines Police. In addition to employer recruitment, job seekers benefited from free haircuts and professional headshots. Feedback from both employers and job seekers was overwhelmingly positive.

**ACTION
EXHIBIT**

None
[P4P 2025 Highlight Video](#)

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 TBD
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Broward Workforce Development Board
Youth Committee
Tuesday, September 16, 2025
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 730 243 5583
Zoom Password: 223498
Zoom Call-In: 1 646 876 9923

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

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

ATTENDEES: Dr. Lisa Knowles, Traci Schweitzer, Jill Denis-Lay, and Dawn Liberta, who chaired the meeting.

STAFF: Carol Hylton, Kimberly Bryant, Mark Klinecicz, Rochelle Daniels, and LaTanya Brown.

GUESTS: Kathia Vilsa, Jill Reipa, Ra'Shani Boynton, Dawn Jackson, and Christy Bradford.

PRESENTATION TO THE COMMITTEE

The Committee reviewed the Information Technology Career Pathways video, which showcased the dynamic growth and opportunities within the IT industry. This is part of CSBD's ongoing effort to spotlight high-demand sectors and support workforce development in Broward County.

Carol Hylton shared that this video is the last of four career pathway videos that CSBD has produced.

The committee all expressed positive comments about the video.

APPROVAL OF MINUTES

Approval of the Minutes of the 3/18 Youth Committee meeting.

On a motion made by Traci Schweitzer and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the Minutes of the 3/18 meeting.

NEW BUSINESS

1. Funding for WIOA Youth

The committee considered talking points for a letter that we will bring to our governing boards to urge Congress to recognize the valuable economic and social contributions the public workforce system has on youth with barriers to employment.

Dawn Liberta presented the item and asked Rochelle Daniels to further elaborate on the recommendation

Ms. Daniels reported on Congressional Budget negotiations, sharing that there were big differences between the House and the Senate versions of appropriations for WIOA funding with the Senate voting for level funding and the House wanting to support the President's recommendation to merge many workforce streams.

She said that there would be a Conference Committee to reconcile the two Houses and that we were working with our Public Interest Groups in Washington to urge funding at current levels.

Ms. Liberta shared the concern that if funding were reduced, it may generate an overwhelming increase in homelessness and people living out of their cars.

2. Distribution of Industry Videos

CareerSource Broward developed a series of industry-focused videos highlighting career pathways in 1) Marine 2) Healthcare 3) Manufacturing and 4) Information Technology. These engaging resources are being shared with school board BRACE Advisors and Career Champions to help increase career awareness among students. To assist us in reaching a broader audience of youth across Broward County, the Youth Committee considered strategies to expand distribution beyond the school system to youth-serving organizations or community groups whose customers could benefit from these videos.

Dawn Liberta presented the item and the committee discussed strategies to increase outreach for the videos.

Jill Denis-Lay requested that the video links be provided so she could share them with her team at the Children's Services Council. She agreed to also send the links to all the providers in her network.

Traci Schweitzer agreed to share them with ChildNet.

Dawn Liberta indicated that Healthy Mothers, Healthy Babies could also send out the videos, as her organization has young parents who could benefit from the information.

Ms. Liberta also stated that she could share with other boards she participates on and requested that the video links be sent to all committee members so that they could share them with others in their own networks.

3. Youth Committee Strategic Planning Matrix PY 25/26

Considered approving the updates to the strategic planning matrix.

Dawn Liberta presented the item, and Kimberly Bryant reviewed the report and provided updates on CSBD's progress on each of the objectives.

On a motion made by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved the updates to the Youth Committee Strategic Planning Matrix.

REPORTS

1. Simply Healthcare Funds

CSBD received \$20,000 from Simply Healthcare for their initiative, the Community Resource Link. The Link provides a platform of providers, including CSBD, for Simply Healthcare to utilize in referring its customers for employer and other services. CSBD will provide an opportunity for them to showcase their organization at three (3) of our events. A portion of these funds will be used to promote career exploration to youth.

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

2. WIOA Youth Provider Performance for Program Year 24/25

For PY 24/25, which ended on 6/30, CSBD funded five (5) Out-of-School and two (2) In-School Youth Programs. During their time enrolled in the programs, the youth received case management, career pathway planning, occupational skills training, and job readiness performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. Many of the providers were successful during the year.

Dawn Liberta presented the item and thanked the provider staff who were in attendance for their amazing accomplishments.

3. WIOA Youth Provider Performance for PY 25/26

For PY 25/26 CareerSource Broward currently contracts with four (4) Out-of-School Youth and two (2) In-School Youth Programs. The youth receive case management, career pathway planning, occupational skills training, and job readiness preparation. The Performance Report is provided as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act.

Dawn Liberta presented the item and asked if the carry-forward youth from the previous year counted in the performance for the current year. Ms. Bryant confirmed that these youth do count toward our performance.

Carol Hylton further explained that they most likely were enrolled toward the end of the program year. They carried forward because there wasn't enough time in that last quarter to provide sufficient program services to ensure their success and a positive exit.

4. Summer Youth Employment Program 2025

The Summer Youth Employment Program had a remarkable year, receiving over 3,000 applications and placing nearly 1,200 youth at more than 400 worksites across Broward. These opportunities provided real-world career exploration in 1) information technology 2) skilled trades 3) public service. This year, we launched a new electronic timesheet system, a true game-changer that streamlined the program for both youth and employers. The Children's Services Council of Broward County conducted an administrative and fiscal review of the SYEP Program and we were commended for having no findings.

Dawn Liberta presented the item, and Kimberly Bryant reviewed the report. The committee viewed a slideshow of photos from the Summer 2025 program.

5. Summer Youth Employment Program Testimonials

An overwhelming majority of both employers and youth were very satisfied with this year's Summer Youth Employment Program. Their feedback supports the program's impact and provides valuable insights that we use to continuously improve, enhance the participant experience, and strengthen employer partnerships.

Dawn Liberta presented the item, and Kimberly Bryant reviewed the testimonials.

Carol Hylton shared that from the surveys received, the clear message is that employers and students are already looking forward to next summer's program.

6. CSBD Top Workplace Recognition

CSBD has been recognized as a 2025 Top Workplace by the South Florida Sun Sentinel! This prestigious award is based entirely on employee feedback and reflects our organization's commitment to fostering a positive, supportive, and mission-driven work environment. It highlights the passion our team brings to serving the Broward County community and helping businesses and job seekers thrive. We are proud of this achievement and grateful to every staff member whose dedication made this recognition possible.

Dawn Liberta presented the item, and Kimberly Bryant presented a slideshow of photos taken at the award ceremony. Dr. Knowles commented that it was a wonderful event and that she was very proud of what CSBD has accomplished.

7. Laurie Moran Partnership Award

CSBD was honored with the prestigious Laurie Moran Partnership Award at the National Associate of Workforce Boards' annual conference. CSBD was selected for our strategic partnerships with Greater Fort Lauderdale and the Greater Hollywood Chambers of Commerce. Photos from the award ceremony are linked in our social media post below.

Kimberly Bryant shared that Mark Klinecicz represented CSBD in Washington, D.C. and received the award. Carol Hylton interjected that this event is at the national level and to be acknowledged was an honor.

8. 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. Our Chair, Jim Ryan, CEO Carol Hylton, and staff attended the Annual State Workforce Summit, where two of our own were honored. County Administrator Monica Cepero received the 2025 Workforce Partner of the Year Award and WIOA Adult Programs Manager, Kasia Kossak, was chosen to receive the 2025 Florida Lighthouse Award. Earlier this morning, with the support of our CSBD Council Member, Mayor Beam Furr, the Broward County Board of County Commissioners issued a proclamation recognizing September as Workforce Development Month.

Kimberly Bryant reviewed the item and shared pictures from the Workforce Summit and the Broward County Proclamation Ceremony.

Carol Hylton expressed her pride in CSBD's being honored at this year's Summit and receiving the Proclamation presented by Mayor Beam Furr during the Broward County Commission meeting.

Mr. Klinecicz added that of the four awards given at the Summit, we brought home two.

Ms. Schweitzer and Ms. Liberta expressed their happiness that CSBD is being recognized for the hard work the staff does to support the community.

MATTERS FROM THE YOUTH COMMITTEE CHAIR

None.

MATTERS FROM THE YOUTH COMMITTEE

Traci Schweitzer shared that she sits on the Education Committee with the Department of Juvenile Justice, along with staff from ChildNet, and asked if CSBD could present information about its services at the group homes.

Ms. Hylton added that we currently have a strong partnership with ChildNet and invited Ms. Schweitzer to please share the contact information if she has a different person with whom we should follow up. Ms. Hylton indicated that we also fund FLITE and HANDY, which serve youth aging out of the system.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton announced that the Paychecks for Patriots (P4P) event will be held on November 7th. As its name implies, it is primarily catered to Veterans, but after the first hour, the public is welcome to attend.

Ms. Hylton updated the committee on the Staff Training Day. It was a day of in-service learning and team-building.

ADJOURNMENT – 01:30 p.m.

THE NEXT YOUTH COMMITTEE MEETING IS ON NOVEMBER 18, 2025.

Memorandum #05-25 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

Subject: Youth Committee Meeting Calendar for 2026

Date: November 6, 2025

SUMMARY

Consideration to approve the Youth Committee 2026 meeting schedule. We have scheduled four (4) meetings for the upcoming year. Meetings are in person. On occasion, if necessary, a committee member can attend via Zoom.

BACKGROUND

The Youth Committee approves a calendar so the members can set aside the time necessary to attend and participate in the committee meetings.

DISCUSSION

We have scheduled 4 meetings for the upcoming year. Meetings are in person. On occasion, if necessary, a committee member can attend via Zoom. The following calendar is proposed for Youth Committee approval:

Location	Day	Date	Time
CareerSource Broward Board Room 2890 West Cypress Creek Road Ft Lauderdale, FL 33309	Tuesday	3/17/26	12:30 p.m.
		6/9/2026	
		9/15/2026	
		11/10/2026	

Additional meetings may be scheduled as needed.

RECOMMENDATION

Approve the above meeting calendar for 2026.



YOUTH COMMITTEE

Strategic Planning Matrix for PY 25/26

Jim Ryan

Dawn Liberta

Carol Hylton

BWDB Board Chair

Youth Chair

President/CEO



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FUTURE READY

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 Committee Goal:

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

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, Providing Information and Intelligence to Stakeholders with Feedback from the Community.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
2.0 – Work with employers serving as host work experience sites to consider developing apprenticeships or OJTs	2.0.1 – Compile a list of current employers with active work experience or OJT contracts.	List of employers developed.	10/2025	Completed: The list of employers has been created and is being updated as new employers are contracted for WEX or OJT.
	2.0.2 – Review the list of currently active OJT contracts to see if they have work appropriate for youth.	Contracts reviewed and target list developed.	10/2025	Completed: The list of active contracts has been created, and staff have assessed the list to determine which employers to target once youth are identified.
	2.0.3 – Using AI, develop talking points and outreach materials that showcase the benefits to employers to encourage them to consider developing apprenticeships or OJTs for young adults.	Talking points and materials are created.	11/2025	Completed: CSBD received a Network Navigator grant that funds staff to promote apprenticeships. Using AI, we developed scripts that highlight benefits to the employer of developing apprenticeships and OJTs, such as: 1) boosting productivity/employee retention 2) Apprenticeships and OJT as cost-effective training options and 3) a way to develop the future workforce.
	2.0.4 – Assign Business Relations staff to outreach to employers on behalf of youth.	Hold meetings between the Youth Program Manager and Business Relations staff to discuss work-ready youth participants and their employment goals.	3/2026	In Progress: Biweekly meetings have been set between the Business Services Supervisor and Youth Program Manager. The purpose of these meetings is to develop strategies to match and market work-ready youth to employers interested in developing apprenticeships and OJTs. This initiative will continue until youth in the pipeline have been placed.
	2.0.5 – Develop apprenticeship or OJT training plans with employers.	A minimum of 2 OJTs or apprenticeships will be developed.	3/2026	In Progress: To date, CSBD has placed 3 young adults into OJTs: 1) Marine Mechanic Assistant, Tow Boat USA 2) Lift Technician, Bradford Marine 3) Mechanical Technician, Bradford Marine

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 to connect them to the workforce system using the state's job bank.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
4.0 – Explore additional ways for us to promote career exploration in our targeted industries to youth in K-12.	4.0.1 – Continue to share target industry videos developed by CSBD with Broward Schools.	All industry videos are shared with Career Champions, CTACE Staff, and BRACE Advisors.	10/2025	Completed: The final Information Technology video of the series was shared with SBBC staff.
	4.0.2 – Provide Broward County Public Schools a link to the 2025 WOW Book.	A link to the WOW Book is available on the School Board website for students and teachers.	3/2026	In Progress: Staff is assessing how to change the WOW book into a digital flip book for ease of use. The WOW Book for 2026 will be designed for easy conversion to a digital flip book and will also include information on apprenticeships.
	4.0.3 – CSBD will attend Career Days in schools located in the distressed zip codes.	A minimum of 3 events are attended with representation at each level of school: elementary, middle, and high school.	3/2026	In Progress: CSBD Staff attended career events at 1) SunEd Alternative High School on 10/7 and 2) Oriole Elementary on 11/4. We covered the following topics: 1) What career exploration means 2) Skills Self-assessment - to know what you like to do, and 3) CSBD services.

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 to connect them to the workforce system using the state's job bank.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
4.1 – Develop strategies to make youth aware of apprenticeship opportunities.	4.1.1 – AI is used to develop a social media campaign to highlight the current apprenticeships and how they benefit job seekers.	The Earn While You Learn or No College Debt apprenticeship campaign launched via Instagram and Facebook.	11/2025	In Progress: Using AI, recommendations for a social media campaign that is geared for the young adult audience is under development. At the same time we are also working on the campaigns that will be launched using our social media platforms.
	4.1.2 – Add links to apprenticeship opportunities in Broward on the CSBD youth page.	Links to apprenticeship opportunities in Broward have been added to the CSBD Youth Services page.	12/2025	In Progress: 1) Links to local apprenticeship opportunities have been added to our webpage. 2) We are researching online video resources and assessing the feasibility of including them on our Youth Services page. 3) We are developing an apprenticeship awareness campaign designed to interest youth in apprenticeships that will launch once our webpage has been updated.
	4.1.3 – Develop a youth-centered podcast series.	The podcast is developed on the topic of Apprenticeships / Skilled Trades.	2/2026	In Progress: Staff has met with the Communications Department and added this to the podcast schedule. Production will begin in January 2026.
	4.1.4 – Reach out to sponsors and employers who have Registered Apprenticeships and refer youth job seekers who are interested in these opportunities.	A minimum of 10 youth referrals are made to local Apprenticeship opportunities.	3/2026	In Progress: We are researching sponsors and employers with available apprenticeship openings and compiling a referral list for youth.
	4.1.5 – Invite organizations with current apprenticeship programs to the WOW 2026 and provide information on how to apply.	Highlight a minimum of 3 apprenticeship programs at the WOW Event.	3/2026	In Progress: We have begun early planning of WOW 2026 and have added this to the project plan being used to track objectives for this event.

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 to connect them to the workforce system using the state's job bank.**

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
4.2 - Identify ways to expose youth to the benefits of training in a skilled trade.	4.2.1 – Research the benefits of training in a skilled trade.	Research conducted using AI and the top 10 benefits identified.	10/2025	Completed: The benefits of training in a skilled trade have been identified. They are: 1. High Demand 2. Competitive Wages 3. Shorter Training Time 4. Low or No Student Debt 5. Career Flexibility/Portable Skills 6. Industry-Recognized Credentials 7. Career Advancement Opportunities 8. Portable Skills 9. Hands-On Learning 10. Entrepreneurship Opportunities
	4.2.2 – Use AI to assist in developing a How to Get Started Guide to help youth who are interested.	How to get started guide is developed and placed on our website and shared via social media.	1/2026	In Progress: AI provided recommendations for creating a How to Get Started guide. We are working with the Communications Department to finalize a hard copy and a digital version for social media and our website.
	4.2.3 – Share information with School Board and other youth service providers.	BRACE Advisors, Career Champions, Youth Providers, and other community partners serving youth received the information.	2/2026	In Progress: We've finalized the recipient distribution list, and once the document is complete, it will be shared with the target groups

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 to connect them to the workforce system using the state's job bank.

Objective	Next Steps	Benchmark / Performance Measures	Due Date	Comments
4.3 – If feasible, implement a 2-Gen approach to inform parents and youth about opportunities in the targeted industries to assist them in becoming upwardly mobile.	4.3.1 - Assess the feasibility of incorporating Xello into WIOA Youth Program Services.	Demo is completed, an assessment of the pros and cons is reviewed, and a recommendation is made on whether to move forward.	12/2025	Completed: CSBD staff reviewed the demo of Xello and learned that they partner with school districts. All former and current Broward County Schools students already have access to the online training modules. We are coordinating demos for the Youth Providers so that they are aware of this resource.
	4.3.2 - Request to attend the School Board's Senior Career Event, which parents and high school seniors attend.	Approval received for CSBD to attend and present our services.	3/2026	In Progress: CSBD is in contact with Ms. Jaclyn James, SBBC Mentoring Coordinator. She stated the schedule has not been finalized yet, but she is excited to have CSBD participate.
	4.3.3 – WOW Book is shared with parents in our Welfare Transition Program (WTP).	Extra WOW Books will be reviewed with WTP customers via their Success Coach.	3/2026	In Progress: WOW Books are being distributed to the Centers, and staff training on utilization is scheduled for 11/19.

Memorandum #06-25 (OPS)

To: Youth Committee

From: Carol Hylton, President/CEO

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

Date: November 10, 2025

SUMMARY

Consideration to accept the PY 25/26 Workforce Innovation and Opportunity Act (WIOA) Youth Provider Performance Report for the period 7/1 to 11/10. For program year (PY) 25/26, CareerSource Broward (CSBD) currently contracts with four (4) Out-of-School Youth (OSY) and two (2) In-School Youth (ISY) programs. The youth receive case management, career pathway planning, occupational skills training, and job readiness preparation. This Youth Performance report provides the Youth Committee with provider performance as required under their agreements and in accordance with WIOA.

BACKGROUND

At the start of this program year 7/1, CSBD funded four (4) OSY program contracts for the delivery of WIOA youth services. They are:

- The School Board of Broward County (SBBC) – Career, Technical Adult, and Community Education (CTACE)
- 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; and,
- Center for Independent Living (CIL) – Jobs for youth.

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

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

DISCUSSION

OSY and ISY engagement is on pace for all providers. Providers have implemented strategic plans for recruitment. ISY enrollments will begin mid-program year.

The charts below provide an overview of each provider's performance from 7/1 to 11/10.

SBBC CTACE OSY program provides youth with assistance toward obtaining their high school credentials together with individual pathway plans and employability skills training.

SBBC GED Program			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 110 youth into the OSY GED program.	6/30/26	53 youth are enrolled. 24 youth were carried forward from PY 24/25.	
90% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/26	41 youth have received an MSG.	Youth need to earn an MSG before 6/30/26.
Of the 77 youth that must exit by 6/30, 85% must complete their GED by 6/30/26.	6/30/26	8 youth have obtained their GED.	
Of the 77 youth that must exit prior to 6/30, 85% must enter the military, post-secondary education, or be in unsubsidized employment during the 2 nd quarter after exit.	6/30/26	5 youth have exited and have been placed.	

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.

HANDY – THE LIFE PROGRAM			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 20 OSY.	6/30/26	10 youth are enrolled. 3 youth were carried forward from PY 24/25.	
90% of youth enrolled in training must achieve a measurable skills gain (MSG).	6/30/26	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.	6/30/26	N/A - No youth are enrolled in training.	
Of the 17 youth that must exit prior to 6/30/26; 85% shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit.	6/30/26	No youth have exited.	

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.

THE FLITE CENTER			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 36 youth.	6/30/26	15 youth are enrolled. 11 youth were carried forward from PY 24/25.	
90% of youth enrolled in training must achieve a measurable skills gain.	6/30/26	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.	6/30/26	N/A - No youth are enrolled in training.	
Of the 31 youth that must exit prior to 6/30/26; 85% of the youth shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit.	6/30/26	5 youth have exited and been placed.	

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.

CIL			
Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 - 15 youth.	6/30/26	11 youth are enrolled. 6 youth were carried forward from PY 24/25.	
Of the 6 youth that must exit prior to 6/30/26; 85% shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit.	6/30/26	No youth have exited to date.	

RECOMMENDATION

Accept the performance report.

SAVE THE DATE

SUMMER YOUTH EMPLOYMENT PROGRAM

**APPLICATION OPENS
DEC. 1, 2025**



ELIGIBILITY:

- Broward County resident
- Ages 16-18 years old
- Low-income household
- Available all summer

EARN \$14 PER HOUR

SCAN TO APPLY



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