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CSBD Council of Elected Officials

Name	Title	Organization	Position
Dean Trantalis	Mayor	City of Fort Lauderdale	Chair
Tim Ryan	Commissioner	Broward County Board of County Commissioners	Vice Chair
Josh Levy	Mayor	City of Hollywood	Chair Pro Tem

Broward Workforce Development Board Officers

Name	Title	Organization	Board Position	Term of Service
Frank Horkey	President	Horkey & Associates	Chair	1/22 – 1/23
Heiko Dobrikow	General Manager	Riverside Hotel	Vice-Chair	1/22 – 1/23
Zac Cassidy	Business Manager	IBEW Local 728	Chair, Audit Committee Secretary/Treasurer	1/22 – 1/23
Dr. Ben Chen	Chairman	Chen Moore and Associates	Vice-Chair, Legislative Affairs	1/22 – 1/24

Broward Workforce Development Board Members

Name	Title	Organization	Board Position	Term of Service
Dr. Vickie Cartwright	Superintendent	Broward County Public Schools	Member	1/22 – 1/23
Keith Costello	President	Locality Bank	Member	1/22 – 1/23
Dr. Mildred Coyne	Senior Vice President of Workforce Education and Innovation.	Broward College	Member	1/22 – 1/23
Paul Farren	CEO	The Energy Store	Member	1/22 – 1/24
Cynthia Gaber	Area Director	Division of Vocational Rehabilitation	Member	1/22 – 1/24
Dr. Lisa Knowles	Professor	St. Thomas University	Immediate-Past Chair	1/22 – 1/24

Name	Title	Organization	Board Position	Term of Service
Kevin Kornahrens	Vice President of Administration	Advanced Roofing	Chair, Organizational Resources Committee	1/22 – 1/24
Francois Leconte	Owner/Chairman	Paramount Broadcasting Communication LLC.	Member	1/22 – 1/23
Dawn Liberta	Community Development Administrator	Department of Children and Families Circuit 17	Member	1/22 – 1/24
Ismael Martinez	Director	Family Success	Member	1/22 – 1/23
Sandy-Michael McDonald	Director	Office of Economic and Small Business Development	Member	1/22 – 1/23
Frank Ortis	Mayor	City of Pembroke Pines	Chair- SPPDLAR– (BWDB Chair, 2017-2018)	1/22 – 1/24

Name	Title	Organization	Board Position	Term of Service
Jim Ryan	CEO	OutPLEX	Chair- Employer Services	1/22 – 1/24
Pamela Sands	Vice President Product Management & Partnerships	Kelly Services	Member – (BWDB Chair – 2013-2014)	1/22 – 1/23
Richard Shawbell	Training Director	IBEW Local 728	Chair- One Stop Services Committee	1/22 – 1/23
Cynthia Sheppard	Owner	Precious Kidz Pre-School and Day Care	Member	1/22 – 1/24
Robert Swindell	President / CEO	Greater Fort Lauderdale Alliance	Member	1/22 – 1/23
Marjorie Walters	Consultant	Arts Office Network, Inc.	Participant Representative	1/22 – 1/24
Lori Wheeler	Vice President	MIASF	Member	1/22 – 1/23

A G E N D A

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

Partnership Meeting #245

Thursday, October 27, 2022

CareerSource Broward Boardroom

2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309

This meeting is being held in person. Due to Covid-19, in the interest of keeping our board, staff, and public safe this meeting is also accessible via a Zoom video conference.

<https://us02web.zoom.us/j/84373480863?pwd=a1BoTFdZdFZqeWdiWnZJSm5aTDFmZz09>

PROTOCOL FOR TELEPHONE/ZOOM MEETING

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

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

PLEDGE OF ALLEGIANCE

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

MISSION MOMENT

BOARD MEMBER RECOGNITION

Presentation of plaques for Gina Alexis and Mayor Michael Carn who have resigned from the Board.

PRESENTATION

Ms. Jackson, our One-Stop Operator, will provide a summary of 1) her activities in coordination with our one-stop partners and 2) the USDOL pilot project to build capacity to leverage Community Reinvestment Act efforts through bank investment in employment for low-income individuals.

APPROVAL OF MINUTES

Approval of the minutes of the 8/25 BWDB meeting #244.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the BWDB Meeting

Pages 12 – 20

Approval of the minutes of the 8/31 CSBD Council of Elected Officials meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the CSBD Council of Elected Officials Meeting

Pages 21 – 24

CONSENT AGENDA

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

ACCEPTANCE OF CONSENT AGENDA

RECOMM	Approval
ACTION	Motion for Approval

1. Monthly Performance Report

The current performance for the month of August is provided. August's data reflects that within the Big 7 Regions CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER) and ranks 1st in Wagner Peyser and Veterans EER, and 1st in WTP All Family and Two-Parent Participation Rate.

ACTION	Review
EXHIBIT	Performance Report for August

Pages 25 – 36

2. Letters of Support

Letters of support were written for 1) HANDY's grant application with Camp Live Oak to recruit 150 youth to promote social and emotional well-being 2) Broward College's (BC) Broward UP Expansion to assist with high school graduation, and successful transition 3) BC's National Science Foundation STEM Education grant proposal and 4) GhostPunch's Quick Response Training grant that will assist in the creation of 12 jobs for programmers, artists, designers, and quality assurance analysts with an average yearly salary of \$78,750.

ACTION	None
EXHIBIT	None

REGULAR AGENDA

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

NEW BUSINESS

1. Appointment of New Board Member

CSBD was recently notified by the Superintendent of Broward County Public Schools, Dr. Vicki Cartwright that she will be replacing James Payne as the designated representative on the Board. Consideration to recommend Dr. Vicki Cartwright to fill the Education slot. The CareerSource Broward Council of Elected Officials appoint board members by a vote of the Council following a recommendation from the BWDB. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

RECOMM	BWDB to Recommend Approval
ACTION	Motion for Approval by CSBD Council
EXHIBIT	Dr. Vicki Cartwright’s Bio

Page 37

2. Registered Apprenticeship On-the-Job Training Contract with Advanced Roofing

Consideration to approve entry into an upgrade On-the-Job Training contract with Advanced Roofing to train up to ten (10) employees participating in their registered apprenticeship program. The apprentices will receive training in roofing, including handling asphalt equipment, detail sheet metal fabrication, and installation. The contract will provide up to a 75% reimbursement for wages paid to the apprentices while in training totaling up to \$150,000. Because Board member, Kevin Kornahrens, is employed by Advanced Roofing, this recommendation must be approved by a 2/3 vote of the Board members present at a meeting with an established quorum and by the State following governing board approval. Approved at the 10/3 Employer Services and 10/10 Executive Committee Meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers and ex-offenders).*

RECOMM	Approval
ACTION	2/3 Vote for Approval
EXHIBIT	Memo #02 – 22 (CBR)

Pages 38 – 39

3. **WIOA Local Workforce Plan Two-Year Modification**

Consideration to approve modifications to our existing WIOA Local Workforce Plan. WIOA requires each local workforce development board to develop a two-year modification to their four-year WIOA Local Workforce Plan. Our modifications include 1) the addition of WIOA in-school youth programs 2) the incorporation of relevant data from our Economic and Labor Market Analysis conducted for Broward County and 3) the use of WTP funds for year-round youth. In accordance with the law, we posted the plan on our website on 8/18 for the requisite period per state guidance to allow for public review and comment. We also held a publicly noticed meeting on 8/30 to allow community input. Approved at the 9/7 One Stop Services and 10/10 Executive Committee meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBITS	Memo #05 – 22 (QA) Executive Summary

Pages 40 – 47

4. **Property & General Liability Insurance Renewal**

Consideration to approve our commercial liability, property, and data processing insurance coverage. CSBD maintains property and general liability insurance coverage which is renewed annually in December. Quotes were solicited by our agent from three companies. We are recommending that we continue with our current carriers, which were the lowest quotes received as follows 1) Nautilus Insurance Company Inc. for our commercial general liability at an annual cost of \$53,924, and commercial property coverage at an annual cost of \$78,021, and 2) Allianz Global Corporate & Specialty Marine Insurance Company for electronic data processing coverage at an annual cost of \$14,644. The total annual premium for the insurance will be \$146,589. This is a total increase of \$25,328 or 21% over last year. Our agent has indicated that this reflects increases industry-wide. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

5. Addition of New Training Provider – Hollywood Career Institute

Consideration to approve Hollywood Career Institute as an Eligible Training Provider and add 1) Behavior Health Technician 2) Medical Coding and Billing and 3) Phlebotomy Technician to the WIOA Individual Training Account (ITA) List and 4) Home Health Aide and 5) Patient Care Technician to the Welfare Transition Program and WIOA youth ITA List. CSBD reviewed the applications for completeness and to ensure that Board-mandated criteria are met for the school, training programs, and the related occupational titles. Approved at the 9/7 One Stop Services and 10/10 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBITS	Memo #03 – 22 (OPS) ITA Course Summary Spreadsheet

Pages 48 – 50

6. Accept Single Mothers Funds

Consideration to accept \$500,000 from the Florida Department of Economic Opportunity to 1) fund intensive career assistance including work-based learning opportunities and 2) provide coordination with community resources for low-income mothers. This pilot program will support up to 100 pregnant women and new moms, with special emphasis on neighborhoods in which residents tend to have lower incomes and higher barriers to employment. *This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

7. Accept Apprenticeship Navigator Funds

Consideration to accept \$62,500 from the Florida Department of Economic Opportunity to fund outreach activities in our targeted industries to develop and expand Registered Apprenticeship programs. With the funding we will 1) identify career pathways 2) convene industry partners to promote programs 3) continue to develop expertise among our industry intermediaries regarding the operation of apprenticeship programs and 4) engage community-based organizations to increase access to registered apprenticeship opportunities. Approved at the 10/3 Employer Services and 10/10 Executive Committee Meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders).*

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

REPORTS

1. CareerSource Florida Local Workforce Area Alignment Update

Ernst and Young (EY) is in the process of completing Phase 2 of their local workforce area boundaries realignment study for CareerSource Florida. They have been holding listening and Q & A sessions around the state. Many of our board members and community partners have participated in these events. The consensus voiced to EY was that it was important to maintain the current boundaries for our workforce area. We are proud and thankful for the support voiced by board members and the community regarding the critical position CSBD occupies within the social service network of the community.

ACTION	None
EXHIBIT	Memo #03 – 22 (Exec)

2. CareerSource Broward's Economic and Labor Market Analysis

CSBD issued a press release highlighting the economic and labor market analysis we commissioned. This resulted in a Sun Sentinel interview with our President regarding the information we learned. We have also used the information to 1) update our four-year plan 2) add courses to our ITA list to prepare workers for emerging occupations and 3) create a user-friendly data dashboard on our website that will allow users to drill down on the data to view trends and extrapolate information.

ACTION None
EXHIBITS Sun Sentinel News Article 9/17/22
CSBD Economic and Labor Market Analysis Broward
County Economic and Workforce Dashboard

3. CareerSource Broward's 2022 Paychecks for Patriots Veterans Hiring Fair

CSBD will host its annual Paychecks for Patriots Veterans Hiring Fair on 11/9 at the City of Plantation Central Park. The first two hours of the event will be reserved for veterans and their family members. The event is being marketed to job seekers and employers through social media, radio ads, distribution of flyers to community partners, advertising in the career centers, and word-of-mouth.

ACTION None
EXHIBIT Flyer

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4. Crosswalk Agency-to-Agency Referral System

To facilitate the process of agency-to-agency referrals we are implementing the digitally-based Crosswalk System which was shared with us at no cost by CareerSource Suncoast which developed the system. CSBD and partner agency staff will be alerted when referrals are received so they can immediately engage the customer. The new system will encourage coordination and eliminate duplication. The portal is web-based and can be accessed anywhere, anytime, on any device.

ACTION None
EXHIBIT None

5. Connecting our Public Education Partner Students with Work Experience

CSBD is launching an initiative with Broward College, the Technical Colleges, and Florida Atlantic University to identify students in their last year, so they can gain employment and workplace skills in alignment with their education and career goals through a CSBD-paid work experience.

ACTION None
EXHIBIT None

6. Individual Training Account (ITA) Provider Performance

CSBD conducted its semi-annual analysis of ITA provider performance in August and found that all training programs have achieved a 70% training-related employment rate.

ACTION None
EXHIBIT None

7. Report on Trip to DC with the Ft. Lauderdale Chamber

As part of our visit to D.C. with the Ft. Lauderdale Chamber which included BWDB members Zac Cassidy and Francois Leconte, we were able to share some of our PY 21/22 highlights with our legislative delegation. The highlights include that we 1) assisted nearly 2,000 job seekers in finding a new or better job 2) provided employability and job retention skills training to over 7,700 customers through our workshops and 3) assisted over 2,850 Broward businesses with various recruitment, placement, and work-based services.

ACTION None
EXHIBIT CSBD Highlights 7/21 – 6/22

Pages 54 – 60

8. Update on Marketing Initiatives for PY 22/23

Our recent marketing efforts to jobseekers through media channels, print, social media, and speaking engagements between the months of July to date has resulted in over 660 expressions of interest from jobseekers and youth seeking our services. Staff is following up with them.

ACTION None
EXHIBIT None

9. DEO’s Release of an RFQ to Develop an Integrated Workforce Funding Intake System

In April we informed the governing boards HB 5001 passed this year stipulated that 25% of DEO funds be held in abeyance until DEO released an RFQ to develop an integrated intake system covering multiple workforce funding streams. Under the Bill’s language, the holdout affects DEO staff salaries, benefits, and their other operating capital and would also include local formula funds (such as TANF and WIOA) which might impact cash flow to the local areas. We have been closely tracking this issue and can now report that DEO did publish the RFQ for this portal prior to their deadline.

ACTION None
EXHIBIT None

10. cTORQ Assessment Software to Assist Job Seekers

CSBD utilizes cTORQ software in the career centers to assess job seekers' skills applicable to in-demand jobs to help workers transition from unemployment to reemployment and to assist in making career decisions when enrolling into OJT programs. Pursuant to the contract, CSBD renewed the agreement for one additional term at the cost of \$31,000 a year for an unlimited number of licenses. This is being reported in accordance with our board policy to report single purchases over \$10,000.

ACTION None
EXHIBIT None

11. eSkill Software to Assist Job Seekers

eSkill is a type of software CSBD utilizes to assess participants to assist with career decisions, to develop skills and for employer applicant screening. Upon expiration of the current contract and in accordance with our procurement policy, CSBD sought quotes for similar assessment software. CSBD received two (2) quotes. eSkill at a cost of \$15,000 a year, which is the same as in prior years, was the least expensive and best meets the needs of our customers. This is being reported in accordance with our board policy to report single purchases over \$10,000.

ACTION None
EXHIBIT None

12. Broward County Unemployment

The unemployment rate in Broward County was 2.6 percent in September 2022. This rate was 1.6 percentage points lower than the region’s year-ago rate. In September 2022, Broward County’s unemployment rate was 0.7 percentage points lower than the national rate (3.3 percent). Out of a labor force of 1,084,533, up 45,684 (+4.4 percent) there were 27,881 unemployed Broward County residents.

ACTION Discussion
EXHIBIT Broward County Labor Market Information

Pages 61 – 62

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

MATTERS FROM THE BOARD

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR 12/15/22 AT 12:00 p.m.

MEETING MINUTES

BROWARD WORKFORCE DEVELOPMENT BOARD, INC.

**Meeting #244
Thursday, August 25, 2022
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

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

Attendees via Zoom/in-person: Zac Cassidy, Dr. Ben Chen, Dr. Mildred Coyne, Heiko Dobrikow, Paul Farren, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Ismael Martinez, James Payne, Jim Ryan, Pam Sands, Rick Shawbell, Cynthia Sheppard, Marjorie Walters, and Lori Wheeler

Guests: Kareen Torres, Broward College

Staff: Carol Hylton, Ron Moffett, Rochelle Daniels, Kim Bryant, Tony Ash, Amy Winer, Christine Azor, Michael Lockhart, and Mark Klineciewicz

TONI BROWN CUSTOMER SERVICE AWARD

The CSBD Toni Brown Customer Service Award was presented to Michael Lockhart, Employment Security Representative II who works at our Central One Stop in honor of long-time Career Counselor, Toni Brown.

APPROVAL OF MINUTES

Approval of the minutes of the 7/28 Partnership meeting #243.

On a motion made by Ismael Martinez and seconded by Rick Shawbell, the BWDB unanimously approved the minutes of the 7/28 Meeting #243.

CONSENT AGENDA

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

ACCEPTANCE OF CONSENT AGENDA

On a motion made by James Payne and seconded by Zac Cassidy, the BWDB unanimously approved the Consent Agenda of 8/25.

1. Monthly Performance Report

The current performance for the month of June is provided. June'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 1st in Wagner Peyser and Veterans EER, ranks 1st in WTP All Family and Two-Parent Participation Rate and ranks 2nd in WTP EER.

REGULAR AGENDA

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

NEW BUSINESS

1. Selection of a One-Stop Operator (OSO) for PY 22/23

Considered approval of the Review Committee's recommendation to award the contract for the OSO to Workforce Guidance Associates, LLC. (WGA) at an annual cost of \$65,000, which is an increase of \$5,000 over the current contract. The slight increase is for additional hours of work that we added to the contract. On 7/11 CSBD issued a Request For Quotes (RFQ) for an OSO. The RFQ was published in three papers and on our website. A notice was also sent to every entity which is registered to receive notice when proposals are released. We received one quote from the current OSO, WGA. The contract will be for one (1) year with up to two (2) one-year renewals for a total of three (3) years. Approved at the 8/15 Executive Committee meeting. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

Ms. Hylton stated that the current contract ends in September and provided an overview of the RFQ review process used by CSBD. Ms. Hylton thanked Dr. Lisa Knowles for her assistance with chairing the Review Committee.

On a motion made by Paul Farren and seconded by Jim Ryan, the BWDB unanimously approved the recommendation to award the contract for the OSO to Workforce Guidance Associates, LLC. (WGA) at an annual cost of \$65,000.

2. Approval of Contract Renewal with Anthony Brunson P.A.

Considered renewal of the Agreement between CareerSource Broward (CSBD) and Anthony Brunson, P.A., at the same rate as last year \$33,000, for the conduct of the Fiscal Year 21/22 audit. Staff was satisfied with their services last year. This will be the fourth and last renewal under their current contract. Approved at the 8/15 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Ms. Daniels stated that Anthony Brunson, P.A., has conducted our fiscal year audit for the last four (4) years and we are satisfied with the work he has done.

On a motion made by Rick Shawbell and seconded by James Payne, the BWDB unanimously approved the renewal of the agreement between CSBD and Anthony Brunson, P.A., at the same rate as last year \$33,000, for the conduct of the Fiscal Year 21/22 audit.

3. Selection of External Fiscal Monitoring Firm

Considered the approval of the Review Committee's recommendation to award the contract for fiscal monitoring services to Cherry Bekaert LLP at a cost of \$24,000 a visit or \$72,000 for three visits per year. This is an increase of \$4,500 over their current contract. On 7/12 CSBD issued a RFQ. We received three (3) quotes. A Review Committee met on 8/9 to consider the proposals. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years. Approved at the 8/15 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Ms. Daniels stated that the current contract with Cherry Bekaert LLP expires in September and that Cherry Bekaert LLP was ranked number 1 by the Review Committee. They were also the low bidder. Ms. Daniels thanked Mr. Martinez for chairing the committee.

On a motion made by Zac Cassidy and seconded by Rick Shawbell, the BWDB unanimously approved the Review Committee recommendation to award the contract for an External Fiscal Monitoring Firm to Cherry Bekaert LLP at a cost of \$24,000 a visit or \$72,000 for three visits per year.

4. Selection of External Program Monitoring Firm

Considered the approval of the Review Committee's recommendation to award the contract for program monitoring services to Taylor Hall Miller Parker, P.A. at a cost of \$27,000 per visit or \$81,000 for three visits per year. On 7/12 CSBD issued a RFQ. We received three (3) quotes. A Review Committee of the board chaired by Mr. Martinez met on 8/9 to consider the proposals. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years. Approved at the 8/15 Audit and Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Mr. Ron Moffett stated that the external monitoring covers the WIOA, WTP, SNAP, and WP programs. Taylor Hall Miller Parker, P.A., (THMP) was the number 1 ranked proposal. He further stated that we are happy with the services THMP provides. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years.

On a motion made by Rick Shawbell and seconded by James Payne, the BWDB unanimously approved the recommendation to award the contract for program monitoring services to Taylor Hall Miller Parker at a cost of \$27,000 per visit or \$81,000 for three visits per year.

5. Accept Additional Welfare Transition Program (WTP) Funds

Considered acceptance of a supplemental award of \$200,000 in WTP funds. These funds will be used to help Welfare Transition customers gain and/or retain employment through job skills training. The additional funding of \$200,000 will bring the total grant award for PY 21/22 to \$4,351,897. Approved at the 8/15 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders).*

Mr. Moffett stated that the State reached out to us to see if we could use additional WTP funds as some other areas of the state were underspent and we said that we could use the funds.

On a motion made by Francois Leconte and seconded by Paul Farren, the BWDB unanimously approved acceptance of the supplemental award of \$200,000 in WTP funds.

6. Accept Additional Supplemental Nutrition Assistance Program (SNAP) Funds

Considered the acceptance of a supplemental award of \$287,902 in SNAP funds. These funds will be used to help SNAP customers gain and/or retain employment through assistance with 1) job skills training and 2) job search. The additional \$287,902 in funding will bring the total grant award for PY 21/22 to \$631,397. Approved at the 8/15 Executive Committee meeting. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders).*

Mr. Moffett informed the committee that we did receive a supplemental award of \$287,902 in SNAP funds.

On a motion made by Zac Cassidy and seconded by Francois Leconte, the BWDB unanimously approved the acceptance of the supplemental award of \$287,902 in SNAP funds.

REPORTS

1. Required Board Training - Module 1 of 9

DEO requires local board training annually and has identified 9 topic areas. The first module will inform the board regarding the State's Vision, Mission and Goals. They are juxtaposed with the BWDB Vision, Mission and Goals so that BWDB members can see how they are aligned.

Ms. Daniels provided the training.

Dr. Coyne asked if CareerSource Florida's master credential list will include schools on the eligible training list. Ms. Daniels responded, yes, and there may be some criteria for private schools.

Ms. Hylton explained that the State is revisiting how we bring ITA providers onto the list and we are not sure how this will be implemented.

Dr. Coyne inquired about how many vendors we have on the list. Ms. Hylton responded that we have approximately 40 institutions which together offer 200 programs although the majority of our students go to either Broward College or the public technical colleges.

Mr. Leconte, asked if CSBD will get a money-back guarantee for students if they do not graduate. Ms. Daniels responded that we do not know how the state plans to implement this requirement.

Mr. Payne stated that it would be helpful if South Florida was represented in the discussions about the money-back guarantee.

Mr. Dobrikow inquired if there was a process for the ROI Evaluation of programs (The A, B, C, grades). Ms. Daniels stated that the REACH Act passed in 2021 and the state has a number of areas the state needs to address under the legislation so it is taking some time.

2. General Fund Balance

On 9/30/21 the General Fund balance was \$863,625. Since then, we have realized revenues of \$313,367. This also reflects expenditures of \$166,058. The balance as of 6/30/22 is \$1,010,934 minus the reserves we have \$567,632.

Ms. Daniels stated that the general fund increased from \$863,625 to \$1,010,934 minus the reserves we have \$567,632. This includes what we have set aside for depreciation.

3. Budget vs. Actual Expenditure Report

This is the report on Budget vs. Actual Expenditure. Some under expenditures in the WIOA adult/dislocated worker and youth, and SNAP funding streams are noted. We are expanding our outreach efforts, scheduling ITA fairs, getting ready to launch two in-school youth programs, preparing to serve OSY through the one-stop, and purchasing additional online learning software to increase expenditures.

Ms. Hylton went over the Budget vs. Actual Expenditure report. She explained that the WIOA under expenditures were due to expending our COVID-19 grant funds prior to our formula funds as they ended on 3/31 and could not be carried forward. Ms. Hylton stated that to increase WIOA expenditures we are planning ITA fairs, ramping up work-based training with employers, and we are hoping for employer follow up as a result of the Apprenticeship Summit. Ms. Hylton reported that we are launching two in-school youth programs and the Veteran grant funds were extended by the State until 12/22 putting us on target to expend the funds. She further explained that SNAP fund expenditures are low due to customers receiving waivers from DEO as a result of COVID-19. The waivers have recently been lifted and our customer count has now started to pick up.

4. RFQ For Banking Services

CSBD has been informed by CitiBank, that it will no longer insure deposits in excess of the FDIC limit of \$250,000. CSBD is required to maintain its accounts in a bank that insures its funds up to the amount in its accounts which often exceeds \$250,000. There is a limited number of banks that will insure funds in excess of the FDIC limit. In the past CSBD notified each eligible banking institution along with CSBD's required criteria and solicited quotes from the banks. It is CSBD's intention to again issue a RFQ so that a new financial institution can be selected. Citibank has agreed to give us sufficient time to find a new bank.

Mr. Leconte inquired if we are looking for just one (1) bank to provide the service. Ms. Hylton responded yes.

5. Cherry Bekaert, LLP Fiscal Monitoring Report #2 PY 21/22 Issued 5/22

Cherry Bekaert conducted fiscal monitoring for the period 10/1/21 through 2/28/22. Cherry Bekaert reviewed a total of 1,050 elements during the review period. There were no findings or observations. Based upon the total elements reviewed, this was a 0% error rate.

Ms. Hylton thanked the Fiscal team for a job well done.

6. Taylor Hall Miller Parker, P.A. Program Monitoring PY 21/22 – Issued 6/22

Taylor Hall Miller Parker conducted program monitoring for the period 11/18/21 through 3/31/22. They reviewed a total of 177 files consisting of 6,154 elements. There were 4 findings and 12 observations. This equates to an error rate of (.065%) less than 1%. All findings and observations were corrected except where cases were closed and no further action could be taken.

Mr. Moffett thanked the Operations team for a job well done.

7. Children's Services Council of Broward County- 2022 Summer Youth Program Review

The Children's Services Council of Broward County (CSC) provides funding under the CSBD Summer Youth Employment Program. CSC conducted an administrative and fiscal review. There were no findings.

Ms. Hylton stated that CSC does an administrative and fiscal review on an annual basis. We had over 700 youth in the program and had zero findings.

8. Summer Youth Employment Program Update

This year, staff developed over 30 new employer host sites. The new sites included a dental office, eye institute, art camp, a public relations firm, and a social services business. The youth held various positions in marketing, graphic design, customer service, and clerical. CSBD served about 700 youth over the summer and we have already received many heartwarming testimonials from employers.

Ms. Hylton gave an overview of several of the testimonials received from employers who hired youth over the summer.

Mr. Dobrikow informed the members that Riverside Hotel hired one of the youth from the summer program. The young man is going to school and working at the hotel.

9. Developing Your Workforce Apprenticeship Summit Update

CSBD held their “Developing Your Workforce Apprenticeship Summit” on 8/11. The purpose was to bring in national, state and local subject matter experts and connect them to our local employer community in a stimulating and interactive forum. The Summit also provided an opportunity for CSBD to showcase how we can partner with employers and guide them with 1) facilitating partnerships 2) developing and registering apprenticeships and 3) provide financial assistance. Nearly two hundred (200) attended representing a broad spectrum of employers. All of the feedback we’ve received has been positive and our employer services team is busy following up on leads.

Mr. Ash gave an overview of the Apprenticeship Summit.

Ms. Hylton thanked Board members Jim Ryan, Sandy McDonald, and Rick Shawbell for participating in the event. She stated that we are working with Vice Mayor Dunn to partner on development of apprenticeships to pair job seekers with employers in the distressed communities to expand apprenticeships locally.

10. Board Member Recognition

We would like to inform the Board of Mayor Michael Carn’s resignation. We appreciate all that Mayor Carn has contributed to the Board over the years and wish him the best in all his endeavors.

11. Renewal of Janitorial Services Contract

We reported on the renewal of the janitorial services contract with AK Building Services (AK) for the main office. AK was selected as the lowest bidder following a procurement in 2021, at a

cost of \$44,352/year. The agreement provides for 2 one-year renewals. This is the first of the 2 renewal periods. The cost for the renewal period is \$47,952/year, an increase of \$3,600 due to increases in the minimum wage.

12. Broward County Unemployment

The unemployment rate in Broward County was 2.9 percent in July 2022. This rate was 2.2 percentage points lower than the region's year-ago rate. In July 2022, Broward County's unemployment rate was 0.9 percentage points lower than the national rate (3.8 percent). Out of a labor force of 1,071,543, up 33,758 (+3.3 percent) there were 30,619 unemployed Broward County residents.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

None

MATTERS FROM THE BOARD

None

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton reported on a number of meetings and presentation she had since the last board meeting. These included:

1. A presentation before the County Commission about our programs which was well received with Commissioners Geller and Rich speaking highly of CSBD and providing accolades for the work we do and our service to the community.
2. Serving as a panelist at the OIC Middle-Class Summit where she shared the stage with Gregory Haile, Rick Beasley, and Michelle Dennard.
3. Participating in the kick off for the Chamber Washington Summit hosted by Congresswoman Debbie Wasserman Schultz also attended by Mr. Zac Cassidy and Francois Leconte who would be going to the Summit with her the 3rd week of September.
4. A lunch meeting with Neeta Rancourt Director/Principal at Atlantic Technical College and Technical High School served by students in the program and at which a discussion on expanding our partnership by providing internships to graduating students was had with plans to implement access to the internships through work experience.

Ms. Hylton then updated the governing boards on the transition from EmpHire to Integrative Staffing Group indicating that it went very smoothly. She reported on the State Workforce Summit which was

coming up the 2nd week of September. Finally Ms. Hylton informed the board that we have had 3 out of 4 of our Celebration of Excellence meetings for Staff in the past two weeks. She thanked Rick Shawbell, Zac Cassidy, and Francois Leconte who came out to celebrate with the staff. Mr. Shawbell, Mr. Cassidy, and Mr. Leconte all stated that it was good to interact with staff. The fourth and last Celebration of Excellence is for the administrative staff and will be held on 8/26 at noon.

ADJOURNMENT: 1:13 pm

***THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE
BROWARD COUNCIL MEETING IS SCHEDULED FOR 10/27/22 AT 12:00 p.m.***



CAREERSOURCE BROWARD COUNCIL OF
ELECTED OFFICIALS
Wednesday August 31, 2022
11:30 a.m. – 12:30 p.m.

Call In Number: (888) 585 9008
Passcode: 219 169 288#

MEETING MINUTES

CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

Wednesday, August 31, 2022
Ft. Lauderdale, FL 33309

The Council 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 whether or not you are able to attend the meeting if you have a conflict with any agenda items.

Attendees: Commissioner Tim Ryan, Mayor Dean Trantalis

Staff: Carol Hylton, Ron Moffett, Rochelle Daniels, and Amy Winer

Guest: Eugen Bold, Broward County Commissioner's Office

APPROVAL OF MINUTES

Approval of the minutes of the 7/28 Partnership meeting #243.

On a motion made by Commissioner Tim Ryan, and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved minutes of the 7/28 Meeting #243.

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Commissioner Tim Ryan, and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of 8/25.

REGULAR AGENDA

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

NEW BUSINESS

1. Selection of a One-Stop Operator (OSO) for PY 22/23

Considered the approval of the Review Committee recommendation to award the contract for the OSO to Workforce Guidance Associates, LLC. (WGA) at an annual cost of \$65,000, which is an increase of \$5,000 over the current contract. The slight increase is for additional hours of work that we will require to be performed. On 7/11 CSBD issued a Request For Quotes (RFQ) for an OSO. The RFQ was published in three papers and on our website. A notice was also sent to every entity which is registered to receive notice when proposals are released. We received one quote from the current OSO, WGA. The contract will be for one (1) year with up to two (2) one-year renewals for a total of three (3) years. Approved at the 8/15 Executive Committee and 8/25 Board meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

Ms. Hylton stated that the Review committee recommended WGA continue as the OSO. The annual cost is \$65,000, an increase of \$5,000 over the current contract. The slight increase is for additional hours of work that we will require to be performed.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the recommendation to award the contract for the OSO to Workforce Guidance Associates, LLC. at an annual cost of \$65,000.

2. Approval of Contract Renewal with Anthony Brunson P.A.

Considered the approval of the Agreement between CSBD and Anthony Brunson, P.A., at the same rate as last year \$33,000, for the conduct of the Fiscal Year 21/22 audit. Staff was satisfied with their services last year. This will be the fourth and last renewal under their current contract. Approved at the 8/15 Audit and Executive Committee meetings and the 8/25 Board meeting. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Commissioner Ryan explained that Anthony Brunson, P.A. is on its fourth and last renewal under the current contract. The agreement is the same rate as last year \$33,000. He indicated that the staff is satisfied with his services.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the contract renewal with Anthony Brunson, P.A. at the same rate as last year \$33,000, for the conduct of the Fiscal Year 21/22 audit.

3. Selection of External Fiscal Monitoring Firm

Considered the approval of the Review Committee recommendation to award the contract for fiscal monitoring services to Cherry Bekaert LLP at a cost of \$24,000 a visit or \$72,000 for three visits per year. This is an increase of \$4,500 over their current contract. On 7/12 CSBD issued a RFQ. We received three (3) quotes. A Review Committee met on 8/9 to consider the proposals. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years. Approved at the 8/15 Audit and Executive Committee meetings and the 8/25 Board meeting. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Commissioner Ryan explained that currently, Cherry Bekaert LLP does the fiscal monitoring services. The review committee selected Cherry Bekaert LLP for \$24,000 a visit or \$72,000 for three visits per year. He indicated that the staff is satisfied with their services.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the recommendation to award the contract for fiscal monitoring services to Cherry Bekaert LLP at an annual cost of \$72,000.

4. Selection of External Program Monitoring Firm

Considered the approval of the Review Committee recommendation to award the contract for program monitoring services to Taylor Hall Miller Parker, P.A. at a cost of \$27,000 per visit or \$81,000 for three visits per year. On 7/12 CSBD issued a RFQ. We received three (3) quotes. A Review Committee met on 8/9 to consider the proposals. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years. Approved at the 8/15 Audit and Executive Committee meetings and the 8/25 Board meeting. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Commissioner Ryan explained that we received three (3) quotes. The Review committee recommended Taylor Hall Miller Parker, P.A. for \$27,000 per visit or \$81,000 for three monitorings per year.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the recommendation to award the contract for program monitoring services to Taylor Hall Miller Parker at an annual cost of \$81,000.

5. Accept Additional Welfare Transition Program (WTP) Funds

Considered the acceptance of a supplemental award of \$200,000 in WTP funds. These funds will be used to help Welfare Transition customers gain and/or retain employment through job skills training. The additional funding of \$200,000 will bring the total grant award for PY 21/22 to \$4,351,897. Approved at the 8/15 Executive Committee and 8/25 Board meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders).*

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of a supplemental award of \$200,000 in WTP funds.

6. Accept Additional Supplemental Nutrition Assistance Program (SNAP) Funds

Considered the acceptance of a supplemental award of \$287,902 in SNAP funds. These funds will be used to help SNAP customers gain and/or retain employment through assistance with 1) job skills training and 2) job search. The additional \$287,902 in funding will bring the total grant award for PY 21/22 to \$631,397. Approved at the 8/15 Executive Committee and 8/25 board meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders).*

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of a supplemental award of \$287,902 in SNAP funds.

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton stated that we have been notified by Citibank that they will not insure deposits above \$250k. We will be releasing an RFQ and they have informed us they will allow time for us to secure another bank. She informed the elected officials that they will receive an email prior to the RFQ being posted as is our custom.

Ms. Hylton informed Commissioner Ryan and Mayor Trantalis that she will email them the link to the Apprenticeship Summit video.

Lastly, she stated that under reports the General Fund balance as of 6/30 was \$1,010,934 minus the reserves we have \$567,632.

ADJOURNMENT: 12:03 p.m.

<p>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR 10/27/22 AT 12:00 P.M.</p>



Performance Report

Performance Report – July and August 2022

Entered Employment Rate for the Month August 2022 across all Big Seven Regions

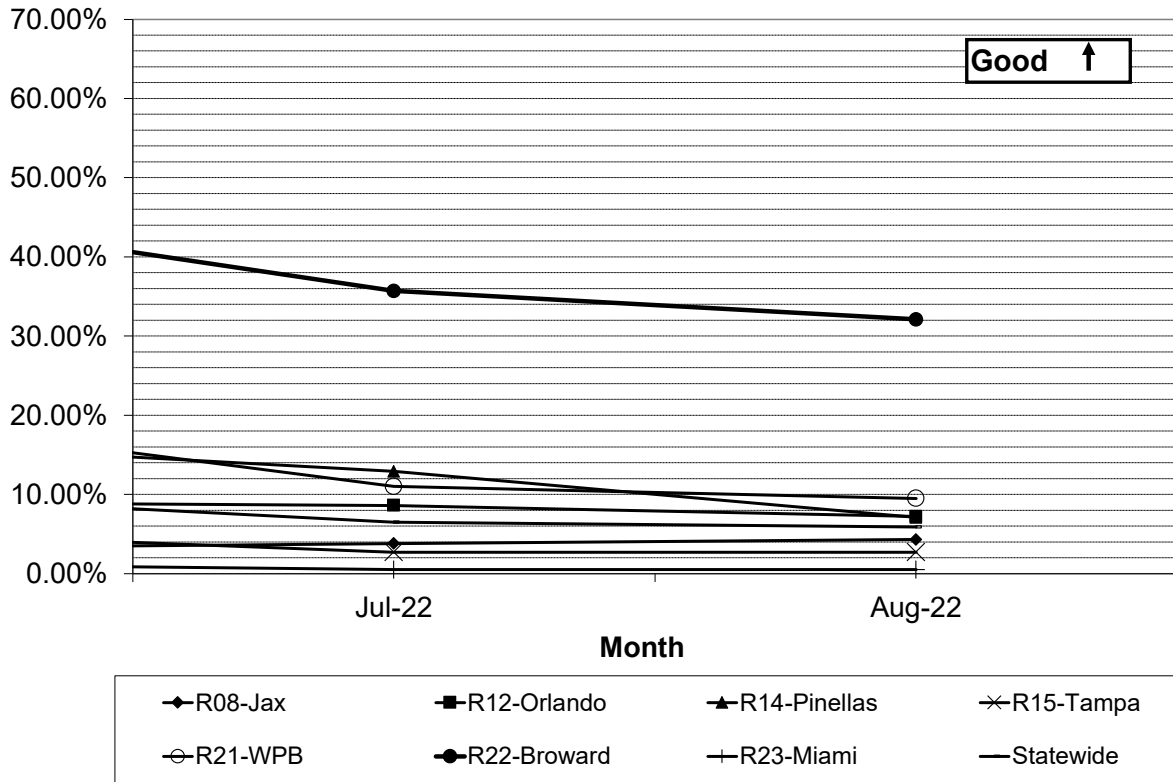
	WTP		Wagner-Peyser		Veterans		WIOA Adult/DW	
Region 8 - Jacksonville	17.80%	↓	21.30%	↑	10.20%	↓	100.00%	—
Region 12 - Orlando	31.70%	↑	40.90%	↑	35.10%	↓	93.60%	↓
Region 14 - Pinellas	10.00%	↓	35.40%	↑	56.00%	↑	100.00%	↑
Region 15 - Tampa	15.50%	↓	29.60%	↑	36.80%	↑	100.00%	—
Region 21 - WPB	15.20%	↓	37.00%	↑	41.40%	—	75.00%	↓
Region 22 - Broward	29.30%	↑	64.20%	↑	72.40%	↑	100.00%	—
Region 23 - Miami	11.50%	↑	54.40%	↑	43.80%	↑	0.00%	↓
Statewide	22.60%	↑	37.70%	↑	41.60%	↑	91.50%	↓

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

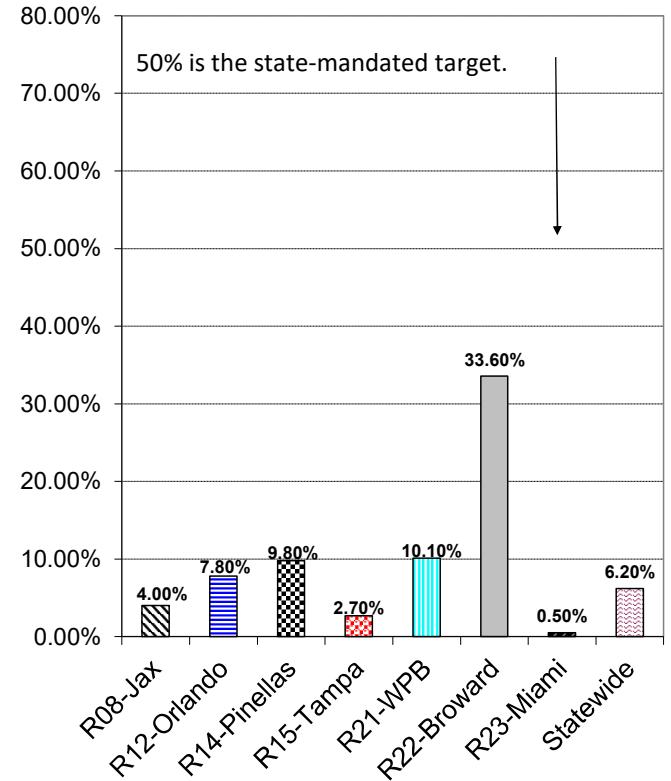
Legend / Abbreviation Key	WTP	Welfare-Transition Program	DW	Dislocated Worker
	WIOA	Workforce Innovation and Opportunity Act		

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

Month-to-Month Participation Rate from July to August 2022

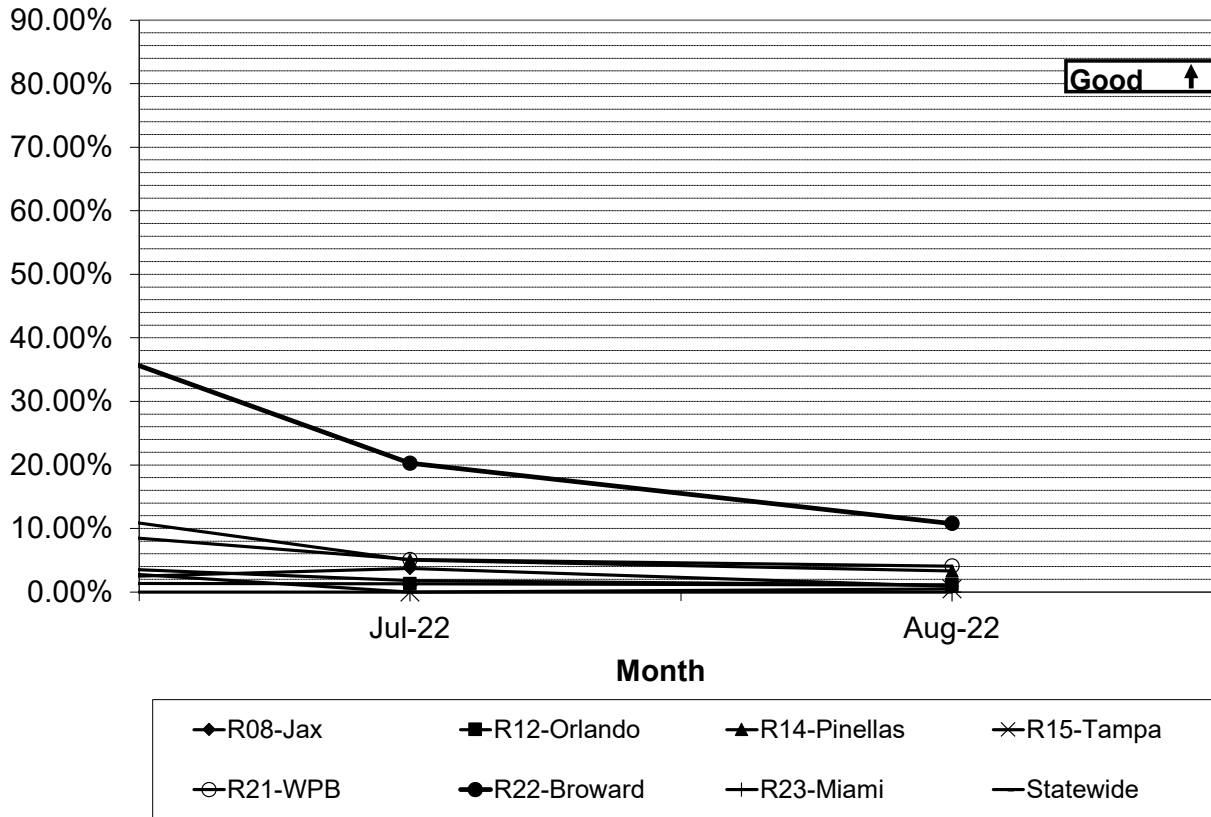


Program Year-to-Date (YTD) Participation Rate as of August 2022

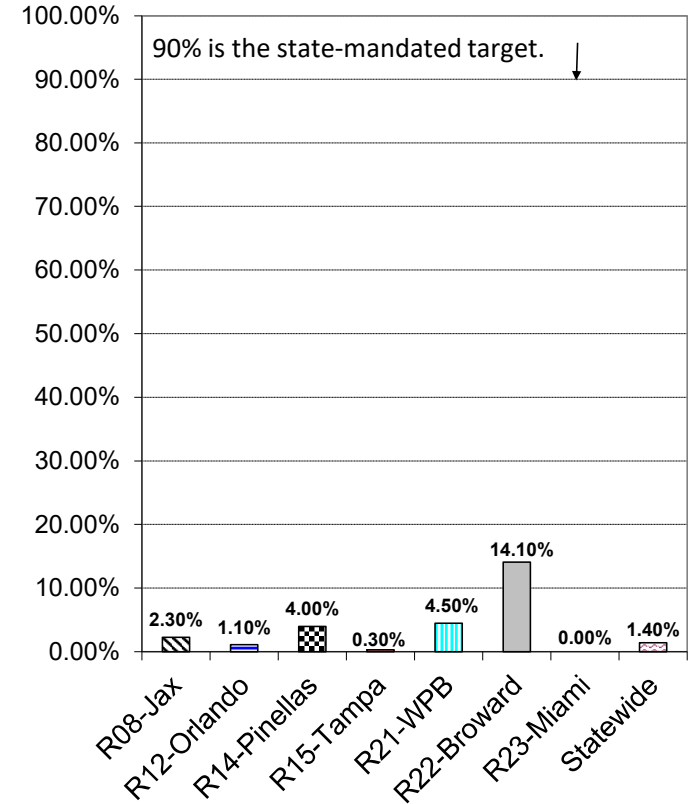


Welfare Transition Program (WTP) Two-Parent Family Participation Data for the Big 7 Regions

Month-to-Month Participation Rate from July to August 2022

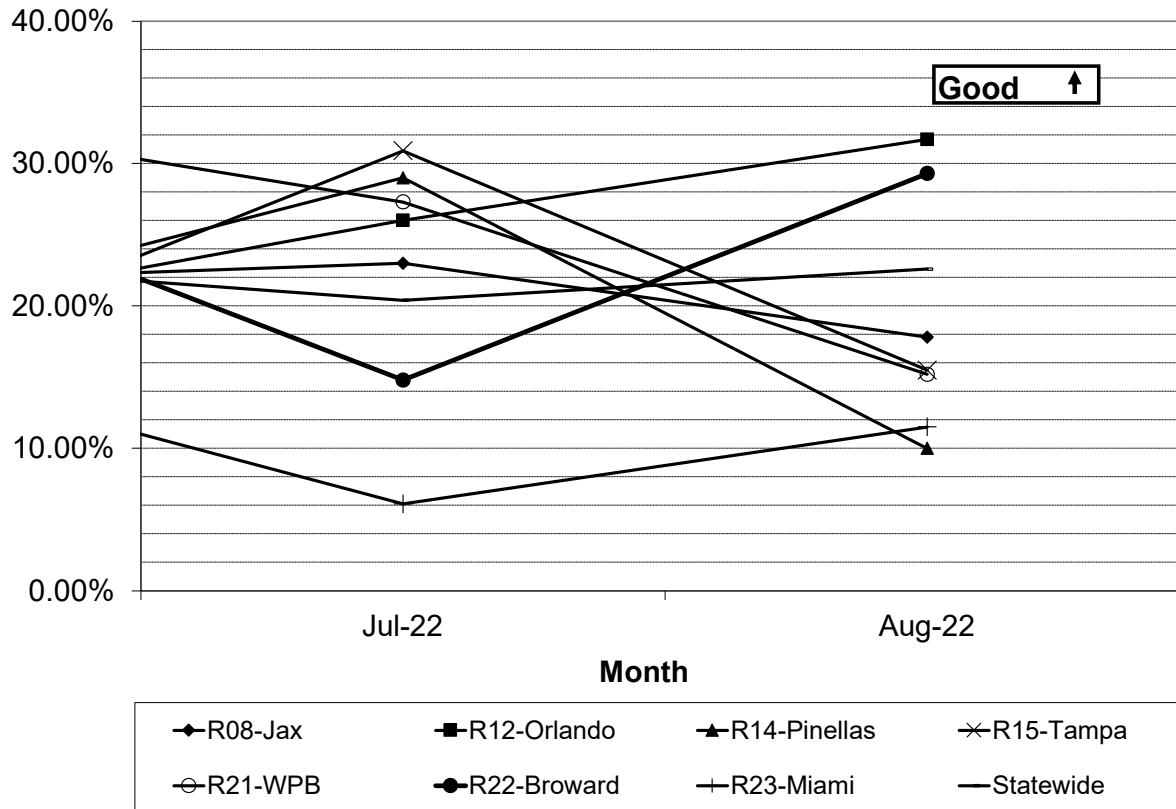


Program Year-to-Date (YTD) Participation Rate as of August 2022

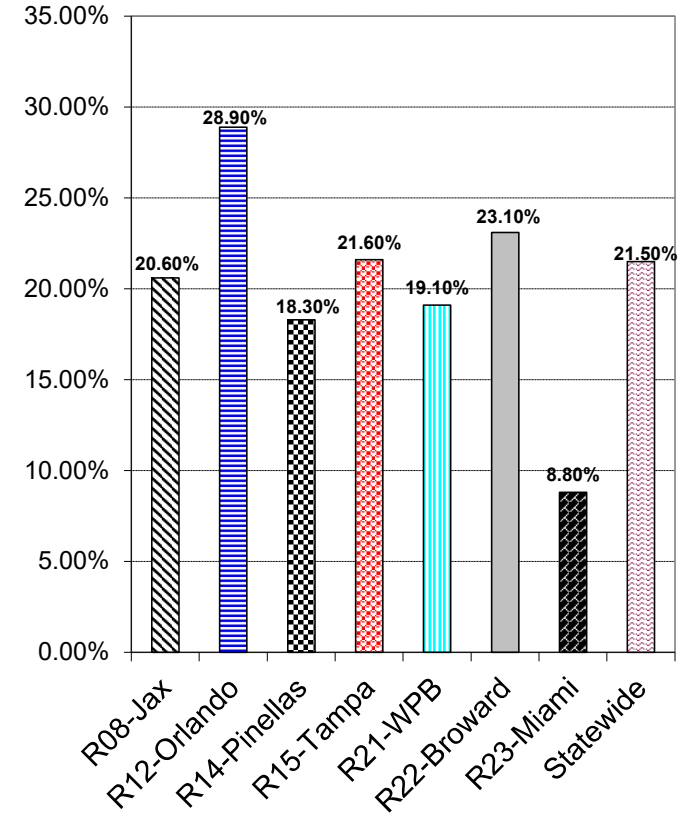


Welfare Transition Program (WTP) Entered Employment (EE) Data for the Big 7 Regions

Month-to-Month Entered Employment Rate from July to August 2022



Program Year-to-Date (YTD) EE Rate as of August 2022

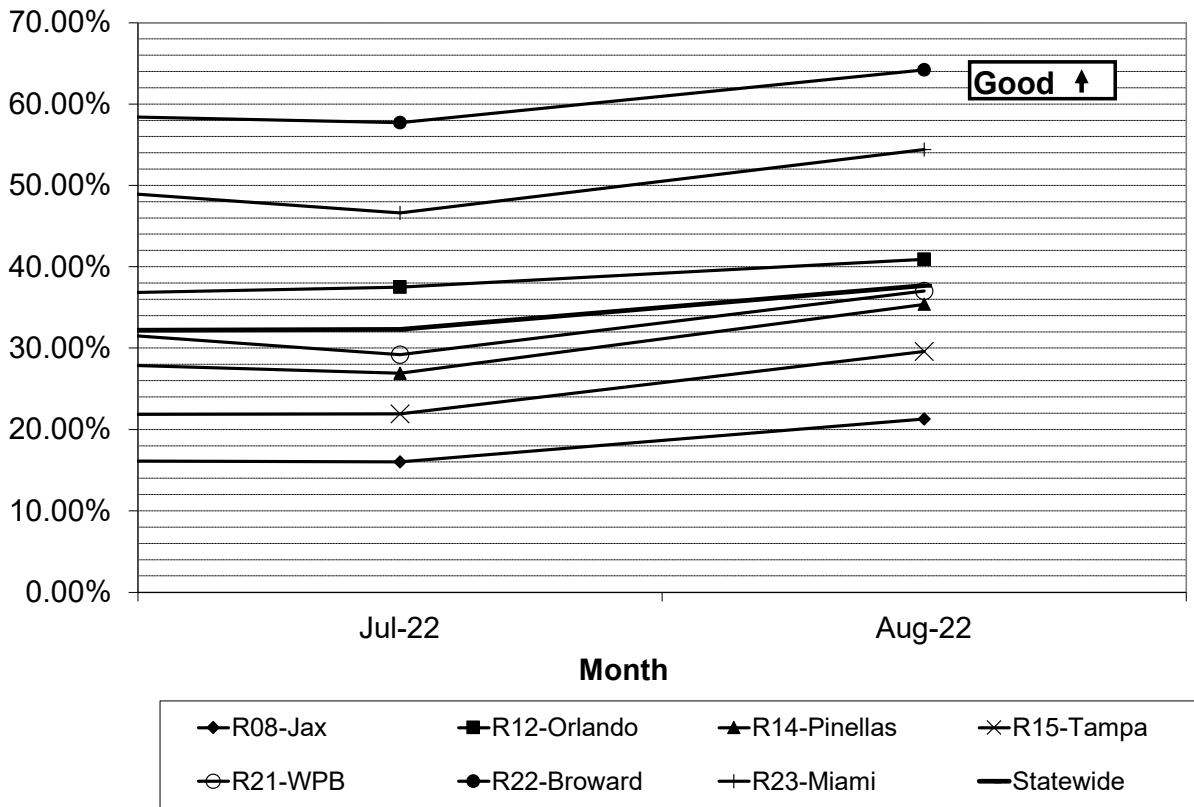


Analysis of Welfare Transition Program (WTP) Performance

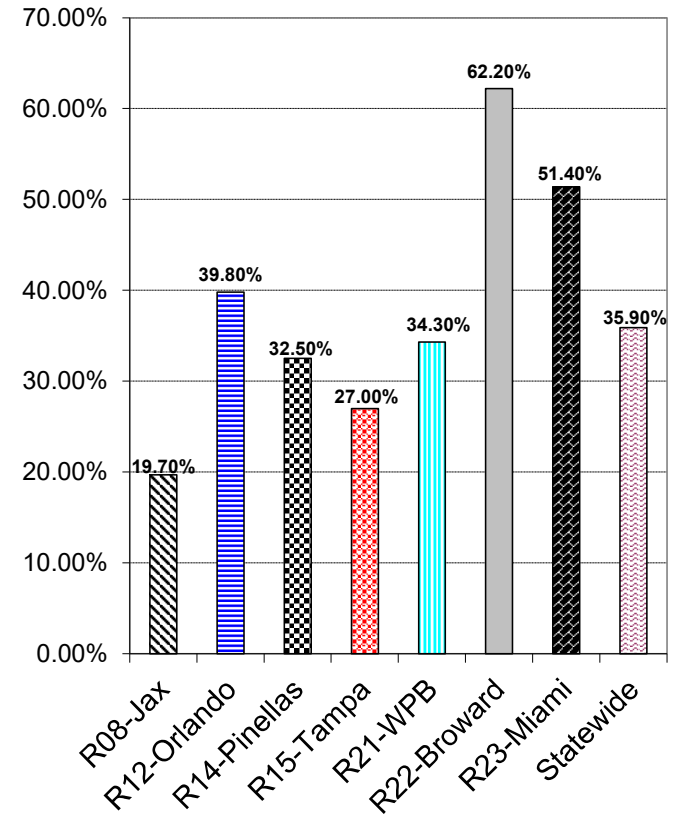
	Measure	Goal	Month (August)	PYTD
WTP Program Performance At-A-Glance	All Family Participation	50%	32.1%	33.6%
	Two-Parent Family Participation	90%	10.8%	14.1%
	Entered Employment Rate (EER)	39%	29.3%	23.1%
Current Situation and Performance Summary	<p>In relation to the Big 7 Regions:</p> <p>All Family Participation Rate CSBD ranks 1st in performance for the month and ranks 1st Program Year-To-Date.</p> <p>Two Parent Participation Rate CSBD ranks 1st in performance for the month and 1st Program Year-To-Date.</p> <p>Entered Employment Rate CSBD ranks 2nd place in performance for the month and ranks 2nd Program Year-To-Date.</p>			
Strategies and Action Steps	<p>To improve performance on all measures we acquired exciting, state of the art tools for our customers.</p> <ul style="list-style-type: none"> CSBD is adding an additional online learning platform, LinkedIn Learning. This tool will enhance the skills of our customers with over 16K+ expert-led, video tutorials. Courses include, in-demand business, technology, creative skills, and more. Customers will be able to learn anytime, anywhere to advance their career options leading to self-sufficiency. This will also improve our customer’s networking and employment opportunities through the LinkedIn platform. CSBD is also in the process of implementing a new career exploration tool using virtual reality. Virtual reality software allows our customers to dive into a fully immersive and interactive experience and explore careers and complete job specific tasks in a virtual environment for over 200+ occupations. This will help customers gain “hands-on” experience and knowledge regarding careers in various industries such as: medical, construction, automotive, aviation, and hospitality. 			

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

Month-to-Month Entered Employment Rate from July to August 2022



Program Year-to-Date (YTD) EE Rate as of August 2022

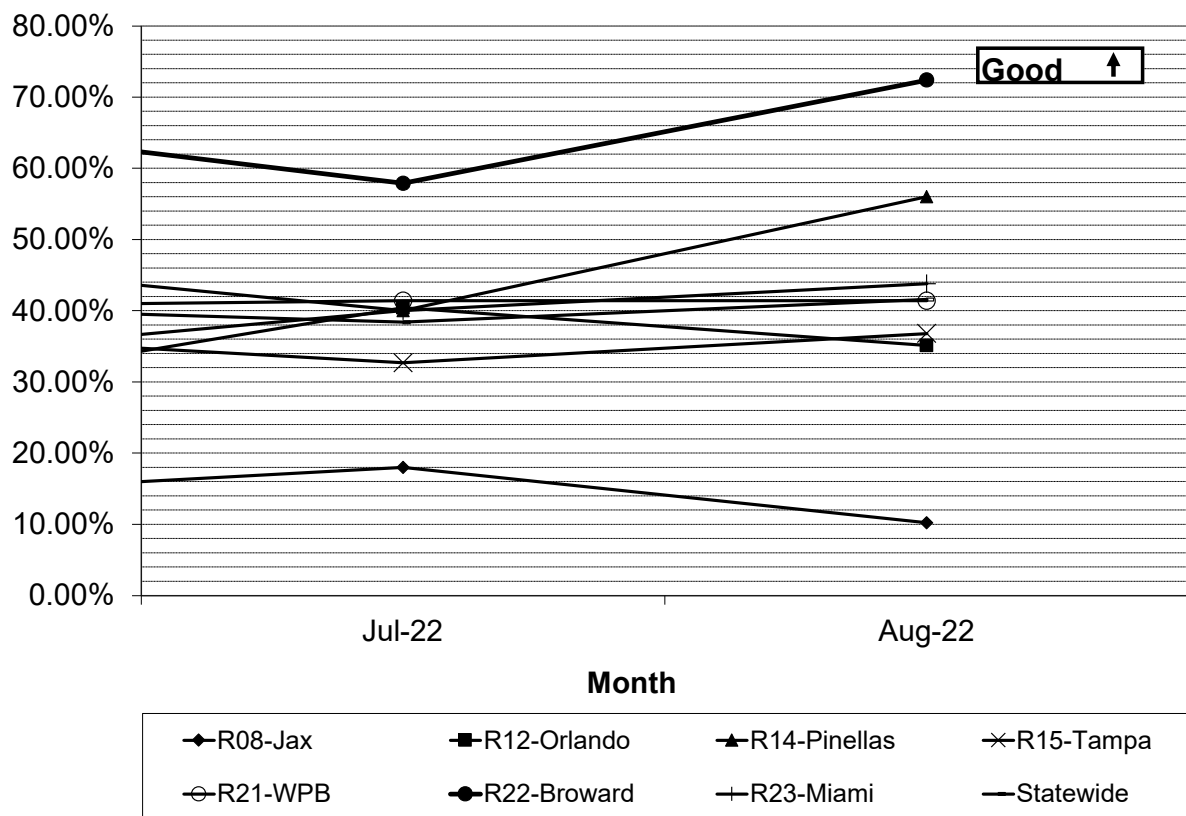


Analysis of Wagner-Peyser (WP) Performance

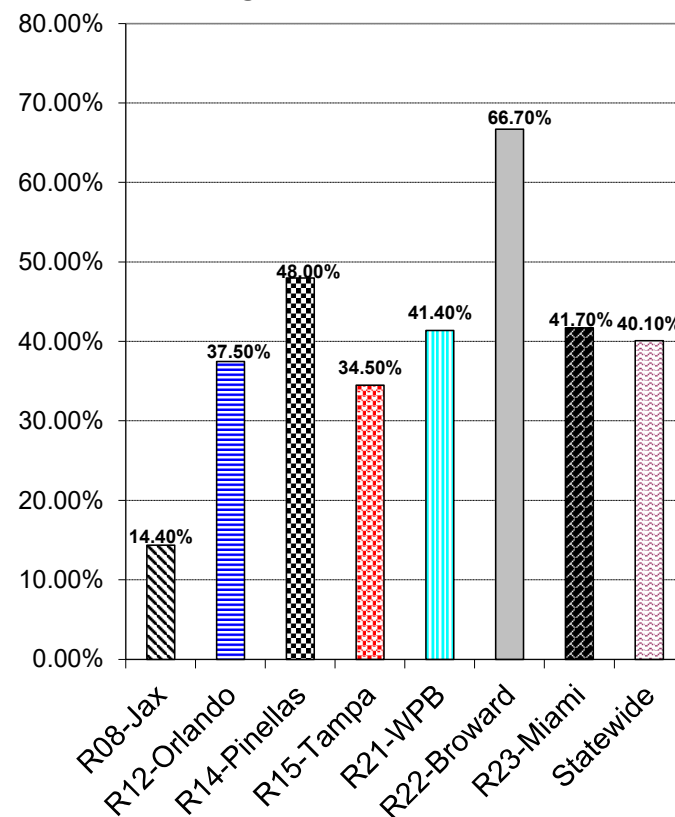
WP Program Performance At-A-Glance	Measure	Performance*	
		Month (August)	PYTD
	Entered Employment Rate (EER)	64.20%	62.20%
<p><i>*Please note: The performance detail is based on the Monthly Management Report (MMR). Due to lagging data, our true YTD rate will adjust at the end of the program year.</i></p>			
Current Situation and Performance Summary	<p>In relation to the Big 7 Regions:</p> <p>CSBD ranks 1st for the month and ranks 1st year-to-date in Entered Employment Rate.</p>		
Strategies and Action Steps	<p>To increase services to job seekers and improve our Entered Employment Rate, we have implemented the following strategies:</p> <ul style="list-style-type: none"> • Based upon reports we run, CSBD noticed an uptick in registrations in Employ Florida. Using this information, we have redirected our team and implemented an enhanced customer service strategy toward newly registered job seekers. Each morning, we are distributing a list of new registrants to staff who are then assigned to reach out and engage customers with CSBD's value added services such as 1) offering assistance with labor market statistics 2) information on attending our in-person recruitment events 3) assistance resume, interviewing and social media and 4) referrals to job orders and to community partner career fairs in the local areas. • Though Veterans will receive priority, our upcoming Paychecks for Patriots job fair is open to everyone after the first hour. Staff are contacting customers to make a personal invite and to encourage pre-registration for this exciting event. Already, over 70 employers with open positions have RSVP'd to attend the event which will be held on 11/9 in Plantation. 		

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

Month-to-Month Entered Employment Rate from July to August 2022



Program Year-to-Date (YTD) EE Rate as of August 2022

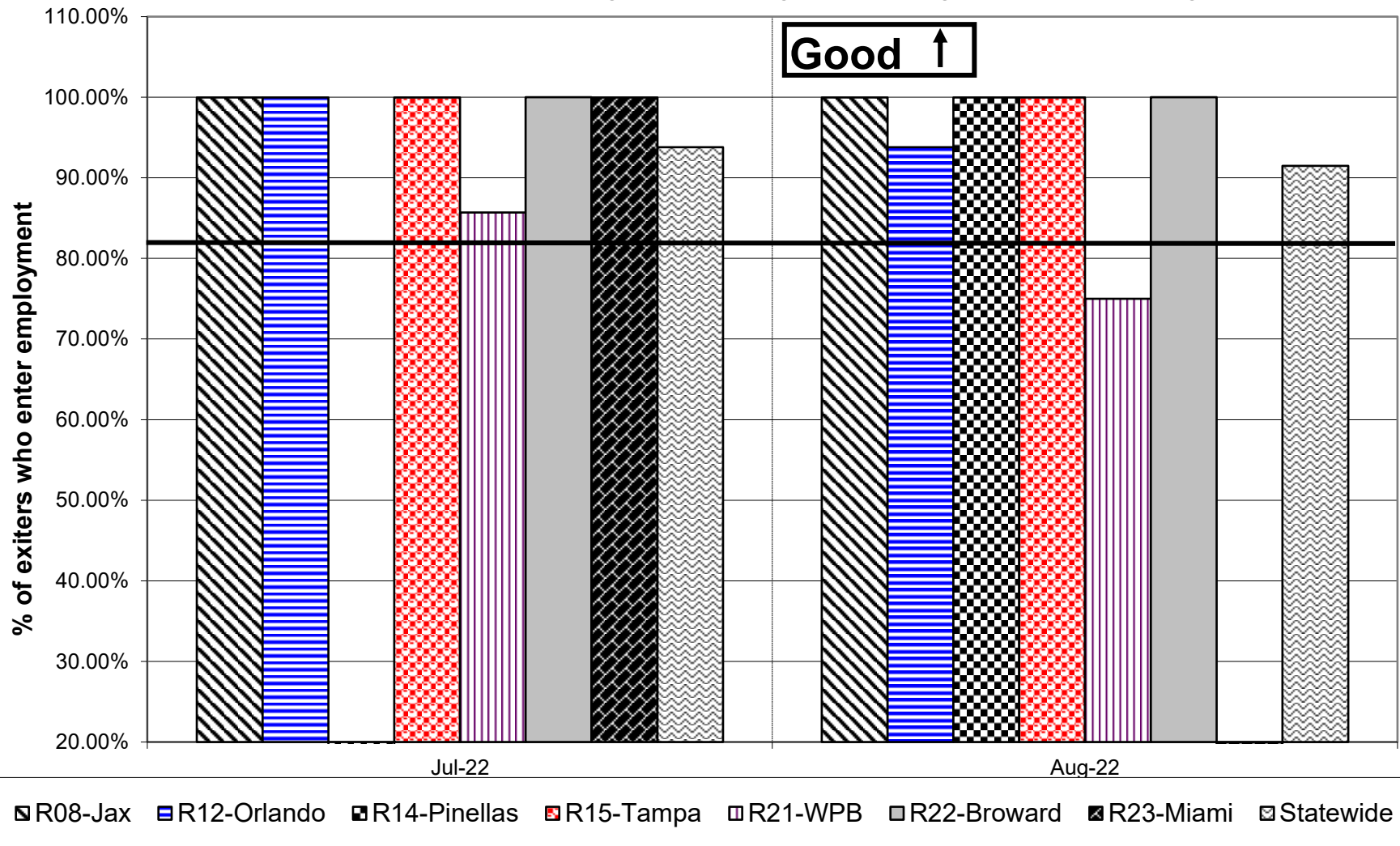


Analysis of Veterans' Performance

Veterans Program Performance At-A-Glance	Measure	Performance*	
		Month (August)	PYTD
	Entered Employment Rate (EER)	72.4%	66.7%
<i>*Please note: The performance detail is based on the Monthly Management Report (MMR).</i>			
Current Situation and Performance Summary	<p>In relation to the Big 7 Regions:</p> <p>CSBD ranks 1st for the month and ranks 1st year-to-date in Entered Employment Rate.</p>		
Strategies and Action Steps	<p>To increase the number of veterans obtaining employment:</p> <ul style="list-style-type: none"> Based on the data from our Community Needs Assessment CSBD is leading the way with Mission United to increase awareness in the Veteran community and distressed communities of apprenticeship opportunities and other earn while you learn work-based programs. Through our joint efforts we will reach more veterans who may not be aware of the services we can offer them with our Get There Faster grant. This will assist eligible Veterans to obtain certifications in in-demand occupations. CSBD did an analysis of current veteran jobseekers and found the following fields are in high demand: IT, construction, and security. The Veteran staff concentrated on working with these industry-specific employers to source positions and provided the resumes of veterans who could meet the employer's needs. The annual Paychecks for Patriots career fair is being scheduled for November 9th to host over 70 veteran friendly employers who have several hundred positions, at no less than \$15.00 per hour. We are actively marketing the event to veterans and our veteran community partners to get the word out. 		

Comparison of the Workforce Innovation and Opportunity Act (WIOA) Entered Employment Rate for Adult & Dislocated Workers across the 7 largest Regions in Florida from July to August 2022

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



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

WIOA Program Performance At- A- Glance	<u>Measure</u>	Performance	
		Month (August)	PYTD
	Entered Employment Rate	100%	100%
Current Situation and Performance Summary	<p>Since July, CSBD assisted 89 Adult and Dislocated Worker (DW) customers in obtaining employment or accessing training opportunities. This includes traditional classroom training and work-based training via internships, apprenticeships, and On-the-Job Training.</p> <p>CSBD is ranked #1 in the State for Dislocated Worker average wage both for the month and year to date. The monthly average wage rate is \$34.22 an hour.</p>		
Strategies and Action Steps	<p>Though our entered employment rate is high, we continue to focus on serving the maximum number of customers possible. To increase WIOA training enrollments we implemented the following strategies:</p> <ul style="list-style-type: none"> • CSBD has procured LinkedIn Learning. This online learning tool will provide video courses taught by industry experts in software, creative, and business skills. Our customers will soon be able to earn additional certificates as well as tap into supplementary resources available on the platform. This can enhance their classroom journey or be a stand-alone learning program. • We are in the final stages of implementing our collaborative Internship program with Broward College. Interested students who are within 6 months of program completion or graduation, will be able to apply for CSBD's Internship program. The internship will provide relevant job experience as well as soft skill training, in addition to an immediate paycheck and supportive services gain long-term employment. 		

Superintendent's Bio



"I am honored to serve Broward County Public Schools, School Board, leaders, teachers, support staff, families, community and business leaders as we continue to move our District's mission forward to benefit the children of our community."

Dr. Vickie L. Cartwright
Superintendent of Broward County Public Schools

Broward County Public Schools welcomed Dr. Vickie L. Cartwright as Superintendent of Schools on February 24, 2022. The School Board selected Dr. Cartwright to lead the nation's sixth largest school district on February 9, 2022, following a national search for candidates. Dr. Cartwright had served as the District's Interim Superintendent since August 2, 2021.

With "Students First" as her guiding principle, Dr. Cartwright is committed to ensuring all students receive a high-quality education, collaborating with stakeholders, creating partnerships and building relationships.

Dr. Cartwright's career in public education has spanned 26 years, previously serving as Superintendent of Schools for Oshkosh Area School District in Wisconsin. She also worked for Orange County Public Schools (OCPS) for 17 years, serving as Associate Superintendent for Exceptional Students Education (ESE) with responsibilities for supporting students and leading principals, central office administrators, instructional personnel and classified staff. Her leadership experience includes directing the Accountability, Research and Assessment Department at OCPS, as well as serving as Vice President of the American Educational Research Association for the Division of Research, Evaluation and Assessment in Schools, and President of the National Association of Assessment Directors.

Additionally, Dr. Cartwright taught graduate students as an adjunct instructor at the University of Central Florida. She has served on numerous committees and provided leadership at the local, state and national levels in the areas of school accountability, evaluation, research, assessment and exceptional student education.

She obtained additional administrative experience as a secondary-level school assistant principal and principal in suburban communities. Prior instructional experience includes serving as an elementary school music teacher and a middle and high school band director.

Dr. Cartwright earned her Bachelor of Arts degree in Music Education from the University of Florida. She earned her Master's in Music Education from the University of Southern Mississippi, where she obtained an Educational Specialist degree and Doctor of Philosophy in Educational Administration and Supervision.

She has been married to Dr. Carl Cartwright for 30 years and has a son, Dylan, who recently graduated from college.

Memorandum #02 – 22 (CBR)

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

From: Carol Hylton, President/CEO

Subject: Registered Apprenticeship OJT Contract with Advanced Roofing

Date: October 11, 2022

SUMMARY

Consideration to approve entry into an upgrade On-the-Job Training (OJT) contract with Advanced Roofing to train up to ten (10) employees participating in their registered apprenticeship program. The apprentices will receive training in roofing, including handling asphalt equipment, detail sheet metal fabrication, and installation. The contract will provide up to a 75% reimbursement for wages paid to the apprentices while in training totaling up to \$150,000. Because Board member, Kevin Kornahrens, is employed by Advanced Roofing this recommendation must be approved by a 2/3 vote of the Board members present at a meeting with an established quorum and by the State following governing board approval. Approved at the 10/3 Employer Services and 10/10 Executive Committee meetings.

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) allows for a portion of the apprentices' wages during training to be reimbursed to employers. CareerSource Broward (CSBD) has contracted successfully with Advanced Roofing in the past and this partnership has benefited our customers with earn-while-they-learn work-based training.

DISCUSSION

This program year, Advanced Roofing would like to train up to ten (10) employees as part of their registered apprenticeship program. The apprentices will receive training in roofing, including handling asphalt equipment, detail sheet metal fabrication, and installation. If approved the contract will start in October and will end next June. CSBD will reimburse Advanced Roofing for a portion of the apprenticeship trainee wages while they are in training.

Each employee will receive up to one thousand forty (1,040) hours of training which equates to six months, earning an average wage of \$19 per hour. Advanced Roofing will receive 75% of each trainee's wages during the training period. It is anticipated that up to \$150,000 in wage reimbursements will be made during the term of this contract. The wage reimbursement will be from funds set aside in the CSBD PY 22/23 budget for occupational training.

Because Board member, Kevin Kornahrens, is employed by Advanced Roofing this recommendation must be approved by a 2/3 vote of the Board members present at a meeting with an established quorum. It will also have to be approved by the State.

RECOMMENDATION

Approve entry into an upgrade On-the-Job Training (OJT) contract with Advanced Roofing to train up to ten (10) employees participating in their registered apprenticeship program. The contract will provide up to a 75% reimbursement for wages paid to the apprentices while in training totaling up to \$150,000.

Memorandum #05 – 22 (QA) Revised

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

From: Carol Hylton, President/CEO

Subject: WIOA Local Workforce Plan Two-Year Modification for 1/1/23 – 12/31/24

Date: October 11, 2022

SUMMARY

Consideration to approve modifications to our existing Workforce Innovation and Opportunity Act (WIOA) Local Plan. WIOA requires each local workforce development board (LWDB) to develop a two-year modification to their four-year WIOA Local Workforce Plan. Our modifications include 1) the addition of WIOA in-school youth programs and 2) the incorporation of relevant data from our Economic and Labor Market Analysis conducted for Broward County and 3) use of WTP funds for year-round youth. In accordance with the law, we posted the plan on our website on 8/18 for the requisite period per state guidance to allow for public review and comment. We also held a publicly noticed meeting on 8/30 to allow community input. Approved at the 9/7 One Stop Services and 10/10 Executive Committee meetings.

BACKGROUND

WIOA requires each LWDB to develop a two-year modification to their four-year WIOA Local Workforce Plan. The Plan follows the guidance received from the Florida Department of Economic Opportunity and CareerSource Florida (CSF). WIOA emphasizes the importance of collaboration and transparency in the development and submission of the plan, and requires that our partners and the public be given an opportunity to provide comments and input in the development of the plan. The plan is modified every two years based on any agency business changes or federal or state regulatory updates in accordance with WIOA.

DISCUSSION

CSBD updated our Local Workforce Plan and advertised it in three community newspapers 1) the Sun-Sentinel 2) the Broward Daily Business Review and 3) the Westside Gazette. In accordance with law, we also posted the plan on our web page on 8/18 and allowed for a twenty-day public review period. We also held a publicly noticed meeting on 8/30 to provide the community an opportunity for input.

Our modifications include 1) the addition of WIOA in-school youth programs 2) the incorporation of relevant data from our Economic and Labor Market Analysis conducted for Broward County and 3) use of WTP funds for year-round youth.

The plan provides a complete view of the system-wide needs of the local workforce development area and addresses how we will 1) foster strategic alignment 2) improve service integration and 3) ensure that the workforce system is industry-relevant and responsive to the economic needs of our local workforce development area by matching employers with skilled workers. We will use the information from the economic and labor market analysis and offer resources for training in emerging jobs, thereby expanding the supply of prepared workers, and also gain insight into those occupations and skill sets with declining demand.

Our local plan explains how we will strive toward greater efficiencies by working to reduce duplication and maximize financial and human resources. Lastly, our plan addresses current and future strategies to address the continuous improvement of our local and statewide workforce system by focusing on customer service excellence, while aligning with the business- and market-driven principles of the CareerSource Florida network.

An Executive Summary of the Two-Year Modification to the CSBD Local Workforce Plan is attached to this memo.

RECOMMENDATION

Approve CSBD's WIOA Local Workforce Plan Two-Year Modification for 1/1/23 – 12/31/24.

Executive Summary

I. Organizational Structure

The elected officials entered into a Consortium Agreement that describes how they shall execute their duties and responsibilities. The Consortium Agreement was amended on January 28, 2016, at a publicly noticed, regularly scheduled combined elected officials and workforce board meeting to incorporate their WIOA responsibilities.

CareerSource Broward (CSBD) serves as staff to the local board and also as the fiscal agent. There is an agreement in place between the Board and the CSBD Council of Elected Officials. In accordance with the requirement that firewalls are to be in place to guard against conflict of interest, the Board, the CSBD Council of Elected Officials and CSBD have also implemented the following safeguards:

1. We have adopted a code of conduct applicable to the Board and to CSBD employees in accordance with the Uniform Guidance found at 2 CFR 200.
2. Because CSBD is a political subdivision under Florida Statutes 163.01, staff, the Board and the CSBD Council follow state statutes with respect to the application of conflict of interest policies, in accordance with the Florida state statutes and the code of ethics for public officials, and files Form 8B as required whenever there is a conflict, which arises in conjunction with a contract to be entered into by CSBD, or its governing boards.
3. CSBD follows the State Contracting Policy regarding conflict of interest, which is echoed by the Uniform Guidance that requires CSBD as a sub-recipient to notify the state (recipient) in the event of a conflict.
4. All issues concerning conflict of interest of board members or staff are also noted in the minutes of the meeting at which a vote is taken.
5. The BWDB has appointed an Audit Committee, which reviews all budget, monitoring and monetary issues.
6. CSBD contracts for external monitoring. All monitoring reports, state and external reports, as well as the annual audit appear on the Audit Committee Agenda and on the joint CSBD Council of Elected Officials and BWDB Board Regular Meeting Agendas for acceptance or action as appropriate.

Currently, CSBD procures a staffing company to manage and staff the one-stop career centers. CSBD will continue to use the staffing company model for the delivery of WIOA Title I adult and dislocated worker services and for the delivery of career services under any discretionary grants received. Integrative Staffing Group, LLC. is the staffing agency that was competitively procured to provide the staff who delivers the career services.

CSBD procured and contracts with a one-stop operator, Workforce Guidance Associates, LLC., to coordinate services among the partners.

II. Analysis of Need and Available Resources

This section provides an analysis of existing and emerging in-demand industry sectors and occupations, along with the knowledge and skills needed to meet the needs of the employers in the workforce area.

All youth program elements are available to youth as part of a menu of services based on their objective assessment and Individual Service Strategy (ISS). The 14 elements identified by WIOA are available to youth on an as-needed basis through our contracted youth service providers and one-stop center. CSBD continues to contract with out-of-school youth service providers using three different service models: 1) Navigator, 2) Vendor and 3) Traditional Full Service. There are also case managers located in the three one-stop career centers that serve youth. Youth appropriate for training are referred to providers on the Eligible Training Provide List and awarded an individual training account. CSBD does not provide training services. CSBD also offers two (2) small in-school youth programs directed at high school seniors, which are delivered by procured youth providers.

CSBD combines funds provided by the Children’s Services Council (CSC) and various local units of government to serve an estimated 600 –1,000 at-risk and low-income youth, ages 16 – 18, during the summer months. WIOA funds, when available, may be used to serve youth with employability skills and a work experience. Welfare Transition Program funds, when available, may serve youth through age 24 with employability skills and a work experience.

CSBD is also working with the state’s Welfare Transition Team to be able to deliver additional in-school youth services to youth who meet the definition of “at risk of going on welfare.”

III. Local Workforce Development Board Vision and Strategic Goals

The Plan includes a description of the workforce development activities in the local workforce area, an analysis of the strengths and challenges experienced in the delivery of the services, and the capacity to provide services to meet the education and skill needs of job seekers and the employment needs of local employers.

The core partners all have seats on the BWDB as required by law and also serve on Board committees. CSBD has entered in a Memoranda of Understanding with both our core and legislative partners. Because of the presence of our core partners on the board and BWDB committees, they are a part of the decision-making process.

IV. Description of Strategies and Program Services

To expand our function as strategists and community conveners to hear “the voice of the customer” on the workforce needs of Broward County, we participate in community and business initiatives to harness the expertise that exists within the local workforce area. The intent of our participation in these collaborative efforts is to meet local workforce area development needs, coordinate services as well as to find solutions for special populations with barriers to employment. Recommendations from the meetings move on to our governing boards, culminating in the roadmap, which are both incorporated into this workforce services plan and also into a strategic planning matrix, as applicable to each of the board’s committees, so that the members can work on the objectives throughout the year.

As is required by WIOA, secondary and post-secondary education is represented on the Board. This provides an opportunity for education to be aware of and have input into Board

initiatives and activities. Education representatives are also invited to business forums so they can hear directly from the business community with respect to training needs and skills gaps. The Plan identifies the advantages of a single school district, technical college and community colleges have when working to meet employer and student needs.

The one-stop system provides access to the career services, as required by WIOA section 134 and integrates Wagner-Peyser, Veterans, RA and RESEA, WIOA Title I, TAA, WT/TANF, SNAP Employment and Training, Vocational Rehabilitation, Adult Education and Family Literacy Act funding streams and programs.

A key CSBD partnership with the Greater Ft. Lauderdale Alliance helps to prioritize industry clusters through sharing types of businesses relocating to our local workforce area. CSBD also reviews various industries' hiring demands, references Enterprise Florida's Statewide Strategic Plan along with the Florida Chamber Foundation's Six Pillars of Florida's Future Economy™.

Intermediaries are utilized to engage the targeted industries of Healthcare, Technology, Marine, Aviation, Hospitality/Tourism, Retail and Construction to partner with trade and professional associations expanding its service delivery to employers.

To comply with the WIOA priority emphasis to recipients of public assistance, low-income, and basic skills deficient job seekers and USDOL ETA TEGL 3-15 guidance, CSBD has included the following priorities of service:

ADULT PRIORITIES

1. Veterans and eligible spouses who are WIOA eligible and who also have one of the barriers in the priority list which follows.
2. Individuals who are not veterans or eligible spouses, but who have any one or more of the barriers in the priority list which follows.
3. Veterans and their eligible spouses who do not have any of the barriers listed as a WIOA priority in the chart below including:
 - a. Military spouses who have lost employment as a direct result of a relocation to accommodate a permanent change in duty station of the spouse.
 - b. Military spouses who are a dependent spouse of a member of the Armed Forces on active duty whose family income is significantly reduced, as determined by the State or local area, because of a deployment, a call or order to active duty, a permanent change of station, or the service-connected death or disability of the service member.
 - c. Military spouses who are unemployed or underemployed and are experiencing difficulty in obtaining or upgrading employment.
4. Individuals who are not veterans and do not have any of the adult barriers listed below.

The barriers referred to in the Adult Priorities chart are the barriers listed in WIOA sec. 3 (24) and below in alphabetical order and are defined pursuant to WIOA.

1. Disabled Individual
2. Displaced homemaker
3. Ex-Offender
4. Foster Care – dependent youth or who have aged out of the dependency system
5. Homeless or Runaway

6. Indian, Alaska Native, and Native Hawaiian as defined in WIOA Section 166
7. Individuals facing a substantial cultural barrier
8. Individuals within 2 years of exhausting lifetime eligibility under the Welfare Transition Program
9. Long-term unemployed individual (unemployed and looking for work 27 weeks or more)
10. Older individual
11. Migrant and seasonal farm worker
12. Single parent (including single pregnant women)

In addition to these priorities, customers must also meet income eligibility based on the BWDB Self-Sufficiency guidelines.

Dislocated workers have their own eligibility criteria.

CSBD supports the use of registered apprenticeships to enhance employment opportunities for job seekers. CSBD meets periodically with Atlantic Technical College to discuss additional ways we can partner to expand apprenticeship opportunities. CSBD added all the apprenticeships in Broward County to its ITA List, which is available to job seekers. CSBD has two representatives on its Board that provide training in the apprenticeship arena, which helps to enhance the awareness of apprenticeships and their use.

In addition to the Youth Program eligibility, CSBD wanted to expand the universe of youth able to be served under WIOA, so the One Stop Services Committee reviewed the current definition of “requires additional assistance.” Their recommendations were approved for inclusion in the Plan by the CSBD governing boards as follows:

CSBD is defining the term “requires additional assistance” (for OSY/ISY) to enter or complete an educational program or to secure or hold employment as having low income (as required by law) and one of the barriers listed below:

1. Historical or current personal or family substance abuse
2. Gang involved, affiliated, or affected due to family member involvement
3. Victim of abuse or domestic violence or family history of abuse or domestic violence
4. Victim of human trafficking
5. A youth who has a parent that is or was incarcerated within the past 24 months
6. A youth lacking a significant or positive work history based upon:
 - a. Their having been fired from one (1) or more jobs within the last six (6) months, or
 - b. Their having been employed in three (3) or more jobs within the last 12 months, and who is no longer employed or,
 - c. A youth who has actively been seeking full-time employment for at least two (2) months, but remains unemployed, or employed part-time. Includes a youth with no employment history.

V. Description of Local One-Stop Delivery System

All required partners are co-located in the CSBD one-stop career centers. The partners make their core services available through the one-stop centers. All one-stop centers are American with Disabilities Act (ADA) compliant. Integrated Resource Teams (IRT) are assembled for special needs individuals. Each center has a Disability Specialist assigned to assist these customers with using the assistive technology, or to schedule an interpreter as needed. CSBD assistive tools include: screen readers, screen magnifiers, JAWS software, bigger keyboards, and a specialized mouse. Staff is trained annually on disability etiquette and serving

customers with disabilities.

CSBD has also hired staff to go out into the distressed communities to bring them information about CSBD services and also to bring our workshops to where the customers live. WIOA allows local boards to set the rate of reimbursement for OJT up to 75%. CSBD's OJT reimbursement rate is 75% straight-time wage reimbursement for all employers, including those with 251 or more employees that are located in a distressed zip code or opportunity tax zone. As job seekers work close to their homes, especially in distressed communities, it makes sense to offer this type of reimbursement to these employers instead of basing it on job seekers' characteristics, which could be discriminatory.

VI. Performance and Effectiveness

The Council of Elected Officials and Broward Workforce Development Board ensures the success of achieving organizational goals on an on-going and annual basis using a broad array of performance indicators. Such indicators include:

- State annual program and fiscal reviews
- Annual external audit
- Multiple yearly external fiscal monitorings
- Multiple external program monitorings each year
- Monthly quality assurance reviews
- Monthly performance reports covering all funding streams
- Monthly Financial Reports

The Board and its committees also receive frequent briefings from CSBD at their meetings to increase their understanding of each workforce program and related initiatives, which increases their ability to provide oversight and develop policies.

CSBD has a contracted provider who conducts our annual audit and separate contracted providers that monitor program and fiscal operations. The State also monitors programs and finance and we have quality assurance staff that monitors on a frequent and on-going basis. Quality Assurance monitoring tools are updated to align with the State monitoring tools.

CSBD's Finance Department creates a Monthly Financial Report for staff to track budget versus expenditures. CSBD staff reviews the reports monthly and budget corrections are made, as necessary.

CSBD's Operations Department have developed reports that measures staff performance. Staff regularly convenes to discuss the reports, and corrective actions are implemented, as needed.

Program supervisors in the one-stop centers conduct monthly monitoring of programs. Quality Assurance and Training Coordinators in the one-stops conduct tri-annual monitoring of programs. Corrective actions are identified and implemented to address findings.

VII. Public Comment Process

In accordance with the WIOA regulations, which require local areas to establish a public comment process consistent with State direction, CSBD made available this plan to the public on its website on 8/18 with notice advising the community of the public hearing to solicit their comments on CSBD's WIOA Local Plan.

A public hearing was held on 8/30, pursuant to an advertised notice. Present at the public hearing, representing CSBD, was Quality Assurance and Executive Office staff. There were no public comments from that hearing.

A draft of the proposed CSBD WIOA Local Plan was posted on the CSBD website on 8/18/2022, and the public had 20 days to submit comments, including at the publicly held hearing on 8/30.

Entities represented on the Broward Workforce Development Board and its committees, which include economic development, public and private education, veterans groups, community-based organizations, chambers, entities representing the disabled, to name a few provided input to the plan by appearing at committee and board meetings to share their thoughts and recommendations regarding the local workforce system.

CSBD also held a planning “retreat” to solicit ideas for the plan in April 2022. Questions were formulated as a guide for the Board members, which centered on how to make our services more accessible to employers and job seekers, and enhance the effectiveness of CSBD.

Memorandum #03 – 22 (OPS) Revised

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

From: Carol Hylton, President/CEO

Subject: Add New Eligible Training Provider and Courses for Hollywood Career Institute

Date: October 11, 2022

SUMMARY

Consideration to approve Hollywood Career Institute as an Eligible Training Provider and add 1) Behavior Health Technician 2) Medical Coding and Billing and 3) Phlebotomy Technician to the Workforce Innovation and Opportunity Act (WIOA) Individual Training Account (ITA) List and 4) Home Health Aide and 5) Patient Care Technician to the Welfare Transition Program (WTP) and WIOA youth ITA List for a total of five (5) programs. CareerSource Broward (CSBD) reviewed the applications for completeness and to ensure that Board-mandated criteria are met for the school, training programs and the related occupational titles. Approved at the 9/7 One Stop Services and 10/10 Executive Committee meetings.

BACKGROUND

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

The Board also approved adding schools and training programs to the ETPL that will be available only to our WTP and WIOA youth participants. These courses are in-demand occupations as is required under WIOA but they result in placements below the wage needed for WIOA adult performance.

DISCUSSION

Hollywood Career Institute (HCI) has been operating in Hollywood since 2013 and provides training predominantly in the healthcare industry. They are licensed by the Commission on Independent Education (CIE) and accredited by the Council on Occupational Education which is an entity recognized by the U.S. Department of Education. The provider does not currently submit reports to FETPIP but understands and commits to submitting FETPIP data going forward.

The courses submitted will prepare WIOA Adult and WTP/WIOA Youth participants for employment in the following demand occupations as shown in the chart below.

Training Courses to be Added

Training Provider	Occupational Training Program	Occupation	Entry wage	# of Job Openings
HCI	Behavior Health Tech	Psychiatric Technicians	\$13.98	>25
	Medical Billing & Coding Specialist	Medical Secretaries and Administrative Assistants	\$13.99	>25
	Phlebotomy Technician	Phlebotomist	\$13.86	>25
	Home Health Aide (WTP & WIOA Youth only)	Home Health Aide	\$11.00	>25
	Patient Care Technician (WTP & WIOA Youth only)	Patient Care Technician	\$11.08	>25

Staff has conducted an on-site review of the school and a cross-functional CSBD review committee comprised of staff from Operations, Quality Assurance, and our appropriate intermediary reviewed the application and programs. The committee has determined that all Board-mandated criteria have been met for the school, training programs and related occupational titles.

As new a training provider, HCI will be under initial eligibility status with CSBD and we will limit enrollment of customers to 10 in each of the training programs until performance can be established for our customers.

RECOMMENDATIONS

Approve HCI as an eligible training provider and add 1) Behavior Health Technician 2) Medical Coding and Billing and 3) Phlebotomy Technician to the WIOA ITA list and 4) Home Health Aide and 5) Patient Care Technician to the WTP and WIOA youth only ITA List for a total of five (5) programs.

**ITA Course Summary Spreadsheet
Attachment to Memo # 03-22**

School Name / Location	Accreditation / State Agency Approval	FL DOE License	Course Title	Type of Credential Offered	Program Length	Entry Wage	Course Offering	Prerequisites	Tuition Costs	Books, Tools, Uniforms, etc.	Certification/ License Costs	Program Total Costs
Hollywood Career Institute	Council on Occupational Education	CIE	Behavior Health Tech	Certificate	30 hours	\$13.98	Blended (Online and Classroom)	High School Diploma	\$650	\$125	Included with Tuition	\$775
			Medical Billing & Coding Specialist	Diploma	56 weeks	\$13.99	Classroom	High School Diploma	\$3,000	\$600	\$255	\$3,855
			Phlebotomy Technician	Diploma	12 weeks	\$13.86	Classroom + Lab	none	\$490	\$235	\$255	\$980
			Home Health Aide*	Diploma	4 weeks	\$11.00	Classroom + Lab	none	\$775	\$175	\$220	\$1,170
			Patient Care Technician*	Diploma	26 weeks	\$11.08	Classroom + Lab	none	\$1,300	\$400	\$255	\$1,955
*Youth & WTP only due to entry wage												

Memorandum #03 – 22 (Exec)

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

From: Carol Hylton

Subject: CareerSource Florida Local Workforce Area Alignment Update

Date: October 21, 2022

SUMMARY

Ernst and Young (EY) is in the process of completing Phase 2 of their local workforce area boundaries realignment study for CareerSource Florida (CSF). They have been holding listening and Q & A sessions around the state. Many of our board members and community partners have participated in these events. The consensus voiced to EY was that it was important to maintain the current boundaries for our workforce area. We are proud and thankful for the support voiced by board members and the community regarding the critical position CSBD occupies within the social service network of the community.

BACKGROUND

CSF continues to move the EY study along in accordance with the state's understanding of its role under 2021 REACH Act to reduce the overall number of workforce development boards. EY has completed Phase 1 and are now in Phase 2 which has consisted of bringing together local elected officials, board members and community partners for timed listening and Q & A sessions throughout the state.

DISCUSSION

CSBD has been participating in the EY Phase 2 portion of the study. President/CEO Carol Hylton, Board Chair Frank Horkey, past Chair, Dr. Lisa Knowles and Executive Vice President Ron Moffett had an in-person meeting with EY project leaders during the annual Statewide Florida Workforce Summit held in Orlando. During the meeting, our group outlined our reasons and supporting rationale based upon the talking points and Board/Local Elected Officials' position to maintain our boundaries.

Since then, there have been three virtual sessions on 10/7, 10/10 and 10/13 orchestrated by EY for board member and local leaders' input. EY limited the number of attendees but we were able to have board members at each session.

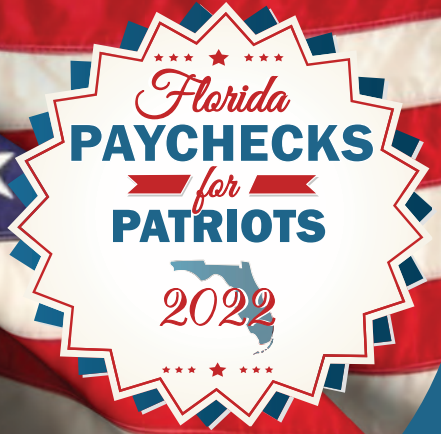
The education and community leaders who attended were:

- Cindy Arenberg Seltzer, President/CEO, Children's Services Council of Broward County
- Ann Deibert, CEO, Broward County Housing Authority
- Sandra Veszi Einhorn, Executive Director, Coordinating Council of Broward
- Christy Bradford, Curriculum Supervisor, CTACE, School Board of Broward County
- Belinda Millet, Assistant Director, College of Business, Florida Atlantic University
- Christopher Perez, Director of Operations, The Academy of South Florida
- Renee Jaffee, CEO, Early Learning Coalition
- Kathleen Cannon, President/CEO, United Way of Broward County
- Felipe Pinzon, President/CEO, Hispanic Unity of Florida
- Jim Stubblefield, President, Mills Electric Service, Inc.
- Anthony Moten, Training Director, Housing Authority of Fort Lauderdale
- Shaheewa Jarrett-Gelin, Partner, General Counsel & VP of Compliance at Gelin Benefits Group and President of Broward County Black Chamber
- Peter Mason, Executive Director, Tamarac North Lauderdale Chamber of Commerce

A meeting has been scheduled for the Elected Officials on 10/27 and an in-person meeting is scheduled for Wednesday, 11/2 at 10 a.m. at CareerSource Palm Beach. Feedback from these meetings will be brought back to the Board to keep you all informed.

RECOMMENDATION

None, for informational purposes only.



Paychecks for Patriots Job Fair

November 9th, 2022
10am - 2pm
Plantation Central Park
9151 NW 2nd St
Plantation, FL 33324

PARTICIPATING EMPLOYERS

- Advanced Roofing
- Allied Universal
- Amazon
- Aramark Uniform Services
- BGIS
- BSO
- CED Greentech
- Circuitronix
- City of Fort Lauderdale
- City of Hallandale Beach Police
- City of Lauderdale Lakes
- City of Parkland
- City of Plantation
- City of Sunrise
- Coca-Cola
- Consolidated Credit
- Dayton-Granger, Inc.
- Feeding America
- Florida Department of Corrections
- Humana
- Intercruises Shoreside & Port Services
- Keolis
- Mastec
- Memorial Healthcare System
- Omega Brokerage
- Palm Aire Professional Services
- SEI Wireless Solutions
- Skilled Staffing
- TAW
- Teleperformance
- UPS
- Valley Forge Fabrics
- For A Full List Visit Our Website

- ✓ Meet Your Future Employer
- ✓ Hundreds Of Jobs Available
- ✓ **First Hour Veterans Only**
- ✓ General Public Invited To Attend

Interested? Avoid the long lines.

Pre-register at
bit.ly/p4p-2022



- ▶ Remember to:
Pre-Register
Dress for Success
Bring Résumés

PARTICIPATING PARTNERS

- ABC Institute
- Broward College
- Broward Vet Center
- CMA Enterprise Incorporated
- ESGR
- JOBNNEWS
- Mission United
- Nova Southeastern University
- Purple Camo Solutions
- Veterans Affairs

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CareerSource Broward HIGHLIGHTS

JULY 2021 - JUNE 2022

IMPROVING LIVES AND HELPING FAMILIES

HIGHLIGHT: 16,300 JOBSEEKERS SERVED

Between July 2021 and June 2022, CareerSource Broward enhanced the job prospects of over **16,300** career seekers with reemployment services such as job search assistance and career consultation.



Nearly **2,000** Broward residents improved their lives by finding new or better jobs through CareerSource Broward's recruitment events and other services.

CareerSource Broward boosted the job search and personal management skills of **7,742** career seekers through workshops on topics such as money management, resume development and how to interview in-person or virtually, among others.

While we serve anyone coming through our doors, we spend the extra time necessary to help those with additional challenges as they move up the ladder to financial independence. We helped **1,440** individuals on public assistance, **880** residents needing food stamps and **194** people with disabilities continue their upward journey to self-sufficiency.



SCHOLARSHIPS



HIGHLIGHT: \$2,000,000 IN SCHOLARSHIP AND TRAINING

Acquiring skills and adding new ones is fundamental to career progress. **431** Broward County residents have benefitted from training grants that allowed them to build their skills and further their careers.

CareerSource Broward also partners with local organizations to provide out-of-school youth with in-demand career training opportunities and assists them by covering a part of the cost of their education.

YOUTH – A SUMMER OF GROWTH



HIGHLIGHT: 860 HIGH SCHOOLERS EXPERIENCE THE WORLD OF WORK

For the past 30 years CSBD, CareerSource Broward's **30-year-old** paid summer internship program has connected high school students with the real world of work by allowing them to spend eight weeks in the summer with a Broward County employer. This experience includes a three-day workshop covering job-readiness, professionalism and work expectations. Employers represent the private, non-profit and government sectors.

VETERANS - OUR HEROES ARE OUR PRIORITY

HIGHLIGHT: 961 VETERANS SERVED

CareerSource Broward offers priority service to Broward County veterans, eligible spouses and transitioning service members by providing the resources needed to secure long-term, rewarding careers. We are committed to helping veterans succeed at reaching their employment goals whether they are recently separated from the military or a veteran with many years of civilian work experience.



EMPLOYERS - OUR CUSTOMER

2,853 BROWARD BUSINESSES SERVED

Businesses are vital to the County's economic development and residents' financial security. At CareerSource Broward, the employer is our customer. With the help of our team, Broward businesses are finding the right talent for their companies and saving money while skilling up their employees with our customized training grants.

Our no-cost workforce solutions helped **2,853** Broward employers save money, energy, and time by providing **73,190** services over the last twelve months, including job postings, hiring events, candidate pre-screening, training grants for employees, labor market information and more. Using our customized training grants, CareerSource Broward contracted with local employers for **\$154,842** in wage and training reimbursements.



TECHNOLOGY AT WORK

Changing times require alternative ways of providing services. CareerSource Broward is doing just that by leveraging technology to allow greater flexibility in how customers receive our services. Customers can now sign documents electronically, attend meetings virtually, and watch online training courses and orientations, all from the convenience of their smartphone. CareerSource Broward realizes that not everyone has immediate access to information and communications technology. We are bridging this digital divide with initiatives that provide eligible customers with the necessary computer equipment for their career training success.



ASSESSMENTS AND TRAININGS

Employers know that a key to success is employing a skilled workforce. That is why CareerSource Broward utilizes various assessment and training tools to help employers find the skilled talent they are looking for. CareerSource Broward uses skill, behavioral, and cognitive ability assessments to help employers find the right candidates. We also use workshops and more formal training opportunities to bolster candidates' skills. Many of the assessments and trainings we offer are online, giving individuals the flexibility to use these services when it's convenient for them.



CAREER CENTERS READY TO SERVE

CareerSource Broward's three Career Centers open their doors each day with a view to helping Broward County residents gain financial security through employment. Each of our centers utilizes the latest technology to provide support for every program and service we offer. In spite of the increase in virtual activity during the past program year, CareerSource Broward served an overwhelming **55,000+** individuals. This flexibility allows us to benefit a greater number of career seekers and employers at our Centers.



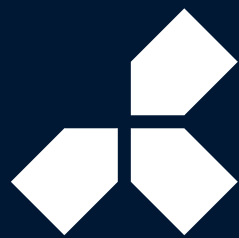
SERVING BROWARD COUNTY INTO THE FUTURE

CareerSource Broward has an almost **40-year** history of serving the training and employment needs of both job seekers and employers in Broward County. As one of the top-rated workforce regions in Florida, consistently delivering on metrics designated by both the federal and state governments, we value the deep and long-lasting relationships we have nurtured over the years with local employers, community partners and governments.

With a recent consideration to merge different workforce regions, we believe that local Broward voices and long-term partnerships will be impaired, negatively impacting Broward County job seekers and employers.

Merging into a larger region would mean combining counties with different demographics, different politics and different labor markets. Industry sectors reflect localized strengths unique to different counties and municipalities. Merging workforce areas into a larger region would muffle local voices and weaken service delivery. The voice of local communities will be eclipsed by interests with a greater ability to sway a more distant, regional workforce board.





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All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.

**Overview of the CareerSource Broward Region
Not Seasonally Adjusted
October 21, 2022**

- The unemployment rate in the CareerSource Broward region (Broward County) was 2.6 percent in September 2022. This rate was 1.6 percentage points lower than the region's year ago rate of 4.2 percent. The region's September 2022 unemployment rate was equal to the state rate of 2.6 percent. The labor force was 1,084,533, up 45,684 (+4.4 percent) over the year. There were 27,881 unemployed residents in the region.

Fort Lauderdale-Pompano Beach-Deerfield Beach Metro Division

- In September 2022, nonagricultural employment in the Fort Lauderdale-Pompano Beach-Deerfield Beach MD was 889,300, an increase of 40,800 jobs (+4.8 percent) over the year.
- The Construction (+7.2 percent); Education and Health Services (+6.9 percent); and Professional and Business Services (+5.6 percent) industries grew faster in the metro area than statewide over the year.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the highest annual job growth compared to all the metro areas in the state in the Construction (+3,500 jobs) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the fastest annual job growth rate compared to all the metro areas in the state in the Construction (+7.2 percent) industry.
- The Fort Lauderdale-Pompano Beach-Deerfield Beach MD had the third highest annual job growth compared to all the metro areas in the state in the Education and Health Services (+7,600 jobs); Financial Activities (+2,500 jobs); and Information (+600 jobs) industries.
- The industries gaining jobs over the year were Professional and Business Services (+8,900 jobs); Leisure and Hospitality (+8,000 jobs); Education and Health Services (+7,600 jobs); Trade, Transportation, and Utilities (+6,400 jobs); Construction (+3,500 jobs); Financial Activities (+2,500 jobs); Other Services (+2,100 jobs); Manufacturing (+800 jobs); Information (+600 jobs); and Government (+400 jobs).
- No 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)	Sep-22	Aug-22	Sep-21
CareerSource Broward (Broward County)	2.6%	2.8%	4.2%
Florida	2.6%	2.8%	4.0%
United States	3.3%	3.8%	4.6%

Nonagricultural Employment by Industry (not seasonally adjusted)	Ft. Lauderdale-Pompano Beach-Deerfield Beach Metropolitan Division				Florida				Annualized Avg. Wages Broward County, Q1 2022
	Sep-22	Sep-21	change	percent change	Sep-22	Sep-21	change	percent change	
Total Employment	889,300	848,500	40,800	4.8	9,463,700	8,979,300	484,400	5.4	\$63,139.85
Mining and Logging	#N/A	#N/A	#N/A	#N/A	5,400	5,300	100	1.9	\$59,742.42
Construction	52,300	48,800	3,500	7.2	601,200	577,300	23,900	4.1	\$63,977.87
Manufacturing	29,000	28,200	800	2.8	416,800	389,300	27,500	7.1	\$64,693.45
Trade, Transportation, and Utilities	201,000	194,600	6,400	3.3	1,930,500	1,836,500	94,000	5.1	\$61,493.65
Wholesale Trade	51,100	50,700	400	0.8	382,900	356,800	26,100	7.3	\$94,180.45
Retail Trade	110,400	106,900	3,500	3.3	1,135,300	1,091,100	44,200	4.1	\$44,970.85
Transportation, Warehousing, and Utilities	39,500	37,000	2,500	6.8	412,300	388,600	23,700	6.1	\$67,274.47
Information	21,900	21,300	600	2.8	150,800	141,600	9,200	6.5	\$142,252.68
Financial Activities	68,100	65,600	2,500	3.8	665,000	627,300	37,700	6.0	\$121,453.88
Professional and Business Services	167,300	158,400	8,900	5.6	1,541,300	1,476,600	64,700	4.4	\$76,744.76
Education and Health Services	117,100	109,500	7,600	6.9	1,419,300	1,338,000	81,300	6.1	\$62,554.88
Leisure and Hospitality	94,500	86,500	8,000	9.2	1,253,900	1,145,200	108,700	9.5	\$32,950.52
Other Services	35,100	33,000	2,100	6.4	365,300	334,400	30,900	9.2	\$45,046.75
Government	102,900	102,500	400	0.4	1,114,200	1,107,800	6,400	0.6	\$72,900.91

Population	2021	2020	change	percent change
CareerSource Broward (Broward County)	1,958,105	1,955,475	2,630	0.1
Florida	21,781,128	21,569,932	211,196	1.0

Average Annual Wage	2021	2020	change	percent change
CareerSource Broward (Broward County)	\$63,523	\$59,009	\$4,514	7.6
Florida	\$60,299	\$55,840	\$4,459	8.0

Note: All data are subject to revision.

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

MEETING MINUTES

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

Partnership Meeting #245

Thursday, October 27, 2022

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

This meeting is being held in person. Due to Covid-19, in the interest of keeping our board, staff, and public safe this meeting is also accessible via a Zoom video conference.

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

Attendees via Zoom/in-person: Mayor Josh Levy, Commissioner Tim Ryan, Dr. Ben Chen, Keith Costello, Paul Farren, Cynthia Gaber, Dr. Lisa Knowles, Kevin Kornahrens, Dawn Liberta, Ismael Martinez, Sandy McDonald, Jim Ryan, Pam Sands, Richard Shawbell, Bob Swindell, Marjorie Walters, and Heiko Dobrikow, who chaired the meeting.

Guests: Jim Stubblefield, Mills Electric Service, Inc., Dr. Vicki Cartwright, Broward County Public Schools, Lynn Goldman, and Christy Bradford, Broward Technical Colleges & Technical High Schools.

Staff: Carol Hylton, Ron Moffett, Rochelle Daniels, Kim Bryant, Tony Ash, Nadine Jackson, Yahalia Franklin, Reynold Hicks, Debbie Bragg, Maurice Gardner, Michael Watson, Luchresia Childs, and Amy Winer.

AWARD PRESENTATIONS:

Ms. Hylton recognized the One-Stop Managers and Center Managers for meeting our performance measures and excellence in customer service.

MISSION MOMENT

Jim Stubblefield, Mills Electric Service, Inc. provided the mission moment.

Mr. Dobrikow inquired as to how many apprentices successfully completed their programs. Mr. Stubblefield responded that 12 graduated from the program.

BOARD MEMBER RECOGNITION

Mr. Dobrikow stated that Gina Alexis and Mayor Michael Carn have resigned from the Board.

PRESENTATION

Ms. Nadine Jackson, our One-Stop Operator, provided a summary of 1) her activities in coordination with our one-stop partners and 2) the USDOL pilot project to build capacity to leverage Community Reinvestment Act efforts through bank investment in employment for low-income individuals.

Mr. Dobrikow thanked Ms. Jackson for a very informative presentation.

Mr. Costello stated he is looking forward to assisting with our financial literacy efforts.

APPROVAL OF MINUTES

Approval of the minutes of the 8/25 BWDB meeting #244.

On a motion made by Jim Ryan and seconded by Paul Farren, the BWDB unanimously approved the minutes of the 8/25 Meeting #244.

Approval of the minutes of the 8/31 CSBD Council of Elected Officials meeting.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the minutes of the 8/31 CSBD Council of Elected Officials meeting.

CONSENT AGENDA

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

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Keith Costello and seconded by Dr. Lisa Knowles, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 10/27/22.

1. Monthly Performance Report

The current performance for the month of August is provided. August's data reflects that within the Big 7 Regions CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER) and ranks 1st in Wagner Peyser and Veterans EER, and 1st in WTP All Family and Two-Parent Participation Rate.

2. Letters of Support

Letters of support were written for 1) HANDY's grant application with Camp Live Oak to recruit 150 youth to promote social and emotional well-being 2) Broward College's (BC) Broward UP Expansion to assist with high school graduation, and successful transition 3) BC's National Science Foundation STEM Education grant proposal and 4) GhostPunch's Quick Response

Training grant that will assist in the creation of 12 jobs for programmers, artists, designers, and quality assurance analysts with an average yearly salary of \$78,750.

REGULAR AGENDA

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

NEW BUSINESS

1. Appointment of New Board Member

CSBD was recently notified by the Superintendent of Broward County Public Schools, Dr. Vickie Cartwright that she will be replacing James Payne as the designated representative on the Board. Considered recommending Dr. Vickie Cartwright to fill the Education slot. The CareerSource Broward Council of Elected Officials appoints board members by a vote of the Council following a recommendation from the BWDB. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

On a motion made by Commissioner Tim Ryan and seconded by Mayor Josh Levy, the BWDB/CSBD Council of Elected Officials unanimously approved the appointment of Superintendent of Broward County Public Schools, Dr. Vickie Cartwright to the Board in the Education category.

2. Registered Apprenticeship On-the-Job Training Contract with Advanced Roofing

Considered approval of entry into an upgrade On-the-Job Training contract with Advanced Roofing to train up to ten (10) employees participating in their registered apprenticeship program. The apprentices will receive training in roofing, including handling asphalt equipment, detail sheet metal fabrication, and installation. The contract will provide up to a 75% reimbursement for wages paid to the apprentices while in training totaling up to \$150,000. Because Board member, Kevin Kornahrens, is employed by Advanced Roofing, this recommendation must be approved by a 2/3 vote of the Board members present at a meeting with an established quorum and by the State following governing board approval. Approved at the 10/3 Employer Services and 10/10 Executive Committee Meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).*

Mr. Moffett introduced the item, provided the details of the program and thanked Advanced Roofing for their long-standing partnership.

Kevin Kornahrens declared a conflict of interest for this item as he is employed by Advanced Roofing. He abstained from voting and will be required to submit a conflict-of-interest form.

On a motion made by Commissioner Tim Ryan and seconded by Keith Costello, the BWDB/CSBD Council of Elected Officials unanimously approved the Registered

Apprenticeship On-the-Job Training Contract to train up to ten (10) employees and reimburse wages paid to the apprentices totaling up to \$150,000 with Advanced Roofing by a 2/3 vote of the seated quorum.

3. WIOA Local Workforce Plan Two-Year Modification

Considered approval of modifications to our existing WIOA Local Workforce Plan. WIOA requires each local workforce development board to develop a two-year modification to their four-year WIOA Local Workforce Plan. Our modifications include 1) the addition of WIOA in-school youth programs 2) the incorporation of relevant data from our Economic and Labor Market Analysis conducted for Broward County and 3) the use of WTP funds for year-round youth. In accordance with the law, we posted the plan on our website on 8/18 for the requisite period per state guidance to allow for public review and comment. We also held a publicly noticed meeting on 8/30 to allow community input. Approved at the 9/7 One Stop Services and 10/10 Executive Committee meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

Ms. Daniels stated that the four-year plan gets modified every two years and reviewed the modifications. She explained that the plan serves as a road map to our services and the resources invested to support the programs we will make available to the community.

On a motion made by Jim Ryan and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved the WIOA Local Workforce Plan Two-Year Modification.

4. Property & General Liability Insurance Renewal

Considered approval of our commercial liability, property, and data processing insurance coverage. CSBD maintains property and general liability insurance coverage which is renewed annually in December. Quotes were solicited by our agent from three companies. We are recommending that we continue with our current carriers, which were the lowest quotes received as follows 1) Nautilus Insurance Company Inc. for our commercial general liability at an annual cost of \$53,924, and commercial property coverage at an annual cost of \$78,021, and 2) Allianz Global Corporate & Specialty Marine Insurance Company for electronic data processing coverage at an annual cost of \$14,644. The total annual premium for the insurance will be \$146,589. This is a total increase of \$25,328 or 21% over last year. Our agent has indicated that this reflects increases industry-wide. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Ms. Daniels stated that as this amount is over \$50,000 our procurement process requires board approval. Ms. Daniels added the renewal includes cyber security and that our current carrier was the lowest bidder.

On a motion made by Jim Ryan and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved the renewal of the Property & General Liability Insurance.

5. **Addition of New Training Provider – Hollywood Career Institute**

Considered approval of Hollywood Career Institute as an Eligible Training Provider and add 1) Behavior Health Technician 2) Medical Coding and Billing and 3) Phlebotomy Technician to the WIOA Individual Training Account (ITA) List and 4) Home Health Aide and 5) Patient Care Technician to the Welfare Transition Program and WIOA youth ITA List. CSBD reviewed the applications for completeness and to ensure that Board-mandated criteria are met for the school, training programs, and the related occupational titles. Approved at the 9/7 One Stop Services and 10/10 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders)).*

Mr. Moffett stated that Hollywood Career Institute has been in business since 2013 and has applied to become an eligible training provider and add 5 of their courses to our Individual Training Account lists. The Home Health Aide and Patient Care Technician are being added to the Welfare Transition Program and WIOA youth ITA List because in each case the entry wage for the occupation is lower than what is needed for WIOA adult performance. Hollywood Career Institute will be under our initial eligibility status and we limit enrollment to 10 customers in each course until performance can be established.

On a motion made by Keith Costello and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved the Addition of a New Training Provider – Hollywood Career Institute.

6. **Accept Single Mothers Funds**

Considered accepting \$500,000 from the Florida Department of Economic Opportunity to 1) fund intensive career assistance including work-based learning opportunities and 2) provide coordination with community resources for low-income mothers. This pilot program will support up to 100 pregnant women and new moms, with special emphasis on neighborhoods in which residents tend to have lower incomes and higher barriers to employment. *This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations (veterans, youth, individuals with disabilities, older workers, and ex-offenders).*

Ms. Hylton stated that we had submitted a proposal for \$250,000 and were subsequently asked if we would accept \$500,000. We will assist up to 100 pregnant women, and new moms, residing in lower-income areas by providing them with employment. As board member Ms. Pamela Sands requested that we recognize staff who have worked on the grant applications, Ms. Hylton reported that Ms. Nadine Jackson and Ms. Rochelle Daniels should be recognized in this regard with respect to this grant.

Mr. Costello inquired about whom we are working with to deploy the funds. Ms. Hylton responded that we are in talks with the Healthy Mothers, Healthy Babies Coalition of Broward County, Inc., and several hospitals. Due to the healthcare shortage, we want to work with the hospitals to assist in filling their vacant positions by providing mothers with work-based or occupational skills training in the healthcare field.

On a motion made by Dr. Lisa Knowles and seconded by Pam Sands, the BWDB/CSBD Council of Elected Officials unanimously approved the acceptance of \$500,000 from the Florida Department of Economic Opportunity for the Single Mothers pilot program.

7. Accept Apprenticeship Navigator Funds

Considered the acceptance of \$62,500 from the Florida Department of Economic Opportunity to fund outreach activities in our targeted industries to develop and expand Registered Apprenticeship programs. With the funding we will 1) identify career pathways 2) convene industry partners to promote programs 3) continue to develop expertise among our industry intermediaries regarding the operation of apprenticeship programs and 4) engage community-based organizations to increase access to registered apprenticeship opportunities. Approved at the 10/3 Employer Services and 10/10 Executive Committee Meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders).*

Ms. Hylton thanked Zac Cassidy and Rick Shawbell for participating in the informational session on apprenticeship hosted by CSBD. Ms. Hylton acknowledged Michael Bateman, Tony Ash, and Doug Saenz who worked on securing the grant.

On a motion made by Paul Farren and seconded by Dr. Lisa Knowles, the BWDB/CSBD Council of Elected Officials unanimously approved the acceptance of the Apprenticeship Navigator Funds.

REPORTS

1. CareerSource Florida Local Workforce Area Alignment Update

Ernst and Young (EY) is in the process of completing Phase 2 of their local workforce area boundaries realignment study for CareerSource Florida. They have been holding listening and Q & A sessions around the state. Many of our board members and community partners have participated in these events. The consensus voiced to EY was that it was important to maintain the current boundaries for our workforce area. We are proud and thankful for the support voiced by board members and the community regarding the critical position CSBD occupies within the social service network of our community.

Ms. Hylton thanked our community partners and board members who attended these sessions for their support. Ms. Hylton explained there was a call for the Elected officials scheduled for 1 p.m. today.

2. CareerSource Broward's Economic and Labor Market Analysis

CSBD issued a press release highlighting the economic and labor market analysis we commissioned. This resulted in a Sun Sentinel interview with our President regarding the information we learned. We have also used the information to 1) update our four-year plan 2) add courses to our ITA list to prepare workers for emerging occupations and 3) create a user-friendly data dashboard on our website that will allow users to drill down on the data to view trends and extrapolate information.

Mr. Ash gave an overview of the economic and labor market analysis which was followed by Dr. Aaron Schmerbeck who gave a more detailed analysis.

Mr. Dobrikow inquired if we could share the link and ask other organizations like the Chambers, the Broward Workshop, and the Greater Fort Lauderdale Alliance to put a link to the dashboard on their websites. Ms. Hylton indicated she would reach out to each of these organizations and ask them to do so.

3. CareerSource Broward's 2022 Paychecks for Patriots Veterans Hiring Fair

CSBD will host its annual Paychecks for Patriots Veterans Hiring Fair on 11/9 at the City of Plantation Central Park. The first two hours of the event will be reserved for veterans and their family members. The event is being marketed to job seekers and employers through social media, radio ads, distribution of flyers to community partners, advertising in the career centers, and word-of-mouth.

Mr. Ash stated that this is one of the signature events we hold each year. We have approximately 75 employers who have signed up for the event.

4. Crosswalk Agency-to-Agency Referral System

To facilitate the process of agency-to-agency referrals we are implementing the digitally-based Crosswalk System which was shared with us at no cost by CareerSource Suncoast which developed the system. CSBD and partner agency staff will be alerted when referrals are received so they can immediately engage the customer. The new system will encourage coordination and eliminate duplication. The portal is web-based and can be accessed anywhere, anytime, on any device.

Ms. Hylton stated the Crosswalk System is a web-based portal that allows real-time agency-to-agency referrals for customers. We are implementing it with our partners in the community. This will assist with coordination to remove barriers and increase awareness of our services in the community.

5. Connecting our Public Education Partner Students with Work Experience

CSBD is launching an initiative with Broward College, the Technical Colleges, and Florida Atlantic University to identify students in their last year, so they can gain employment and workplace skills in alignment with their education and career goals through a CSBD-paid work experience.

Mr. Moffett stated that we are growing our partnerships with the technical colleges, FAU, and BC so that more students are aware of our services. This is an initiative to make sure students who are not currently enrolled in WIOA and who are within six months of graduating can gain exposure to the world of work in their chosen career field with workplace skills training through WIOA-paid internships.

6. Individual Training Account (ITA) Provider Performance

CSBD conducted its semi-annual analysis of ITA provider performance in August and found that all training programs have achieved a 70% training-related employment rate.

Mr. Moffett stated that we run a report twice a year to assess the training-related placement rates of our eligible training providers and their programs. All providers are meeting this contractual requirement.

7. Report on Trip to DC with the Ft. Lauderdale Chamber

As part of our visit to D.C. with the Ft. Lauderdale Chamber which included BWDB members Zac Cassidy and Francois Leconte, we were able to share some of our PY 21/22 highlights with our legislative delegation. The highlights include that we 1) assisted nearly 2,000 job seekers in finding a new or better job 2) provided employability and job retention skills training to over 7,700 customers through our workshops and 3) assisted over 2,850 Broward businesses with various recruitment, placement, and work-based services.

8. Update on Marketing Initiatives for PY 22/23

Our recent marketing efforts to jobseekers through media channels, print, social media, and speaking engagements between the months of July to date has resulted in over 660 expressions of interest from jobseekers and youth seeking our services. Staff is following up with them.

Mr. Ash stated that we rolled out our marketing initiatives over the summer and as a result of its success the leads have been rolling in.

9. DEO's Release of an RFQ to Develop an Integrated Workforce Funding Intake System

In April we informed the governing boards HB 5001 passed this year stipulated that 25% of DEO funds be held in abeyance until DEO released an RFQ to develop an integrated intake system covering multiple workforce funding streams. Under the Bill's language, the holdout affects DEO staff salaries, benefits, and their other operating capital and would also include local formula funds (such as TANF and WIOA) which might impact cash flow to the local areas. We have been closely tracking this issue and can now report that DEO did publish the RFQ for this portal prior to their deadline.

Ms. Hylton explained that the State did meet the legislatures deadline and published the RFQ timely.

10. cTORQ Assessment Software to Assist Job Seekers

CSBD utilizes cTORQ software in the career centers to assess job seekers' skills applicable to in-demand jobs to help workers transition from unemployment to reemployment and to assist in making career decisions when enrolling into OJT programs. Pursuant to the contract, CSBD renewed the agreement for one additional term at the cost of \$31,000 a year for an unlimited number of licenses. This is being reported in accordance with our board policy to report single purchases over \$10,000.

Mr. Moffett explained that the cTORQ software is a database we use to assess job seekers relative skill fit in relation to various occupations. This helps unemployed customers explore non-traditional career pathways and we also use it in developing training plans for on-the-job training.

11. eSkill Software to Assist Job Seekers

eSkill is a type of software CSBD utilizes to assess participants to assist with career decisions, to develop skills and for employer applicant screening. Upon expiration of the current contract and in accordance with our procurement policy, CSBD sought quotes for similar assessment software. CSBD received two (2) quotes. eSkill at a cost of \$15,000 a year, which is the same as in prior years, was the least expensive and best meets the needs of our customers. This is being reported in accordance with our board policy to report single purchases over \$10,000.

12. Broward County Unemployment

The unemployment rate in Broward County was 2.6 percent in September 2022. This rate was 1.6 percentage points lower than the region's year-ago rate. In September 2022, Broward County's unemployment rate was 0.7 percentage points lower than the national rate (3.3 percent). Out of a labor force of 1,084,533, up 45,684 (+4.4 percent) there were 27,881 unemployed Broward County residents.

Ms. Hylton reviewed the unemployment data and pointed out that with the unemployment rate so low employers are struggling with finding the talent needed to fill open positions. To create more on-ramps for economically disadvantaged youth at risk of going on welfare she explained that we have asked the state to allow us to use funds from our WTP program for year-round work experience to assist with greater employment opportunities.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

None

MATTERS FROM THE BOARD

Mr. Horkey requested that Ms. Hylton share some of her efforts in reaching out to partner organizations in the community. Ms. Hylton reported that she had recently met with 1) Ms. Sandra Einhorn, Nonprofit Executive Alliance of Broward, to discuss affordable housing 2) Ms. Christy Bradford Career, Technical, Adult, and Community Education to discuss outreach to youth and their parents in an effort to increase GED program enrollments 3) Ms. Ann Deibert, Broward County Housing to discuss additional ways we can partner with them and 4) Melanie Geddes, President of LifeNet4Families to collaborate on ways CSBD can assist Broward County residents experiencing hunger, homelessness, and poverty.

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton informed the board that the Employer Hospitality Forum included an open discussion on sharing recruitment, onboarding, and retention strategies. Those in attendance gave it high praise and asked that the Forum be held quarterly, which we will do.

Ms. Hylton reported that the State released its first report card with the letter grades and we received an A-. Staff has looked at the metrics and how the grades were calculated. As a result, we may need to adjust some of our strategies to achieve a straight A. By way of example, Ms. Hylton stated that using our discretionary funds, which have a shorter life than our formula grants hurt us. We are graded on meeting expenditure caps for our formula grants. There is no consideration given to the best money management strategy. We also often agree to accept funds not being spent by other boards late in the year. This also affects the calculation used to determine if we are meeting expenditure thresholds.

ADJOURNMENT 1:30 pm

***THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE
BROWARD COUNCIL MEETING IS SCHEDULED FOR 12/15/22 AT 12:00 p.m.***