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## MINUTES

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

**Partnership Meeting #212  
Thursday, December 13, 2018  
CareerSource Broward, 2890 West Cypress Creek Road, Ft. Lauderdale 33309**

**The Board and Council are reminded of 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: Mayor Josh Levy, Mayor Dean Trantalis, Gina Alexis, Gary Arenson, Michael Carn, Zac Cassidy, Kristen Cavallini-Soothill, Heiko Dobrikow, Paul Farren, Cynthia Gaber, Frank Horkey, Dr. Lisa Knowles, Francois LeConte, Dawn Liberta, Ismael Martinez, Dr. Gertrudis Perez-Dusek, Sam Robbin, Jim Ryan, Cynthia Sheppard (via phone), Anna Silva, John Simmons, Dr. Steve Tinsley, Enid Valdez, Marjorie Walters and Janet Wincko**

#### **PLEDGE OF ALLEGIANCE**

#### **MISSION MOMENT**

Barbara Herrera, Government Affairs Manager, Waste Management spoke of her positive experience in the Professional Placement Network.

#### **MEMBER SPOTLIGHT**

Dr. Gertrudis Perez - Dusek gave the Board member spotlight.

Ron Moffett, Senior Vice President of Operations gave the staff spotlight.

#### **BOARD MEMBER RECOGNITION**

Recognition of Bob Birdsong service to the Broward Workforce Development Board.

#### **APPROVAL OF MINUTES**

Approval of the minutes of the October 25, 2018 Broward Workforce Development Board/CareerSource Broward Council Partnership Meeting #211.

**A motion to approve the minutes of the October 25, 2018 BWDB Partnership/CareerSource Broward Council meeting #211 was made by Michael Carn and seconded by Frank Horkey. The Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the October 25, 2018 minutes.**

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## 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 Michael Carn and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of December 13, 2018.

#### 1. Monthly Performance Report

The current performance for the month in WTP, WP, VET, and WIOA (Adult & Dislocated Worker) is provided. This month's data reflects that within the Big 7 Regions CSBD is in a 5 - way tie for 1<sup>st</sup> in WIOA Entered Employment Rate (EER), ranks 1<sup>st</sup> in WTP EER and Two Parent Participation Rate, ranks 2<sup>nd</sup> in WTP All Family Participation Rate and ranks 3<sup>rd</sup> in Vets EER.

#### 2. BWDB Committee Summary

Summary of actions taken at the following meeting:

Combined Executive & Organizational Resources Committee – 12/5/18

## 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. Election of CareerSource Broward Council of Elected Officials Officers for 2019

Officers for the CareerSource Broward (CSBD) Council of Elected Officials must be selected for the 2019 calendar year. There are no legal or by-law requirements for the selection of officers. Current CSBD Council officers are Commissioner Tim Ryan, Chair, Mayor Josh Levy, Vice Chair, and Mayor Dean Trantalis, Chair Pro Tem. *(This is in alignment with the BWDB goal to maintain our role as local workforce development leaders.)*

Mayor Dean Trantalis inquired about the responsibilities for the Chair Pro-Tem position. Rochelle Daniels responded that the Chair Pro-Tem is an honorary position.

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**On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved Commissioner Tim Ryan as the Chair of the CSBD Council of Elected Officials.**

**On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved Mayor Josh Levy as the Vice - Chair of the CSBD Council of Elected Officials.**

**On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved Mayor Dean Trantalis as the Chair Pro Tem of the CSBD Council of Elected Officials.**

## **2. Broward WorkForce Development Board Officers for 2019**

Consideration of the 1) BWDB Officers for 2019 and 2) a waiver of the two-year term limit for Dr. Ben Chen so he may serve as Vice Chair for Legislative Affairs. All officers are serving their second term and are ineligible to hold that position again. On 11/8 and 11/20 requests for nominations of officers were sent to BWDB members for consideration by the combined Organizational Resources and Executive Committee. The CareerSource Broward Council of Elected Officials ultimately selects the officers. Approved at the 12/5 Combined Organizational Resources and Executive Committee meetings. *(This is in alignment with the BWDB goal to maintain our roles as workforce development leaders.)*

Mason Jackson indicated the slated nominees are as follows: Dr. Knowles Chair – Dr. Lisa Knowles, Vice Chair – Janet Wincko, Secretary/Treasurer – Gina Alexis and Vice Chair of Legislative Affairs – Dr. Ben Chen. Mr. Jackson advised that the board votes to recommend the slate and the CareerSource Broward Council of Elected Officials selects the officers.

**On a motion made by Mayor Josh Levy and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the BWDB slate of officers for 2019 as follows: Chair – Dr. Lisa Knowles, Vice Chair – Janet Wincko, Secretary/Treasurer – Gina Alexis and Vice Chair of Legislative Affairs – Dr. Ben Chen.**

## **3. CSBD Holiday Office Closure**

Consideration to amend the staff's holiday schedule to include Monday 12/24 for this year since Christmas is on a Tuesday. At the combined Organizational Resources and Executive Committee members also recommended CSBD be closed on Monday 12/31 since New Year's Day falls on a Tuesday. This is in recognition of staff's outstanding achievements this past year in meeting the needs of the hard to serve unemployed and the board's objectives and to allow for holiday travel. Approved at the 12/5 Combined Organizational Resources and Executive Committee meetings. *(This is in alignment with the BWDB goal to maintain our roles as workforce development leaders.)*

Mason Jackson stated we would like to give the staff off on Monday, 12/24. Additionally, during the combined Organizational Resources and Executive Committee meeting they recommended also including Monday 12/31 as a holiday. Mr. Jackson further noted that State offices will be closed on both those days as well.

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**On a motion made by Michael Carn and seconded by Frank Horkey, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the CSBD holiday office closure.**

## **REPORTS**

### **1. Broward County Unemployment**

The unemployment rate in Broward County was 2.8 percent in October 2018. Lower by .8 percentage point over the year. In October 2018, Broward County's unemployment rate was 0.2 percentage point lower than the state rate (3.0) and 0.5 percent point lower than the national rate (3.9 percent). Out of a labor force of 1,046,368 there were 29,495 unemployed Broward County residents.

Mason Jackson stated the next unemployment numbers will come out on December 21<sup>st</sup>.

Mayor Josh Levy indicated that he and Mayor Dean Trantalis are serving as members of the tourist council and heard from hotel managers of the challenge of filling their entry level positions. Heiko Dobrikow stated if the wages were higher we could get people to relocate to Broward County.

Heiko Dobrikow also indicated that as employers we need to start looking at things differently. He thanked Mason Jackson for his recent presentation for tasking us to look at other alternatives such as persons with disabilities. To date, we have hired several employees with disabilities and they are currently going through training.

Mayor Dean Trantalis stated that we are looking to increase our population in Broward County. We are building new hotels and apartments. He noted that employees need to make more money to be able to afford housing and other costs. There is a huge gap in the cost of living and wages, making it difficult for people to live in certain areas. We need higher incentives for employees.

### **2. CSBD Insurance Renewals**

This is to report on insurance renewals for the upcoming year. The policies cover the CSBD offices, the three one-stop locations and the co-location for the servers. CSBD obtained quotes as required by our Procurement Policy. The cost of each policy is 1) CSBD Property Insurance through the Nautilus Insurance Company is \$43,923.00 2) CSBD Liability Insurance through Nautilus Insurance Company is \$35,223.00 3) CSBD Computer and Electronic Equipment through Avondale Insurance Company is \$12,115. Purchases of individual goods or services in excess of \$10,000 are required to be reported to the CSBD governing boards.

### **3. CSBD Info-graph Calendar YTD Through September 2018**

CSBD's info-graph was created to assist BWDB members with information to discuss with elected officials about CSBD. The info-graph summarizes key data points on Labor Market Information, customers served, business services delivered, community involvement, and reflects the numbers calendar year to date through September, 2018.

Mason Jackson stated the CSBD info-graph gets distributed to the community partners and the legislative delegation.

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## **MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL**

- Mayor Dean Trantalis stated there is a new company that makes the bottles for Coco-cola and they are hiring. Mayor Trantalis will provide the details to Mason Jackson.

## **MATTERS FROM THE BOARD**

- Enid Valdez stated that the Perkins Grant was passed at the national level. The state level is looking to restructure and conduct a local needs assessment.
- Sam Robbin mentioned that the Greater Ft. Lauderdale Alliance is hosting “Plan your Future Showcase” on February 6<sup>th</sup> at the BB&T Center.

## **MATTERS FROM THE FLOOR**

None

## **MATTERS FROM THE PRESIDENT/CEO**

- Mason Jackson stated that Yvonne Kobrin, Senior Vice President of Fiscal is leaving CSBD. He noted we are currently looking for a CPA.
- Mason Jackson advised that we are starting our recruitment for our SYEP program. The program is primarily sponsored by Children Services Council.
- Mason Jackson congratulated Frank Horkey for being elected Chair of the Broward Education Foundation.

## **ADJOURNMENT 9:07AM**

***THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR JANUARY 24, 2019 AT 8:00 A.M.***