
MINUTES

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

**Partnership Meeting #206
Thursday, April 26, 2018**

CareerSource Broward Vision Room, 2600 West Oakland Park Blvd., Oakland Park, 33311

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, Commissioner Tim Ryan (via phone), Gary Arenson, Josie Bacallao, Silvia Beebe, Michael Carn, Kristen Cavallini-Soothill, Dr. Ben Chen, Dr. Mildred Coyne, Paul Farren, Frank Horkey, Dr. Lisa Knowles, Francois LeConte, Kevin Kornahrens, Dr. Gertrudis Perez-Dusek, Samuel Robbin, John Simmons, Dave Svetlick, Bob Swindell, Steve Tinsley, Enid Valdez, Marjorie Walters, Janet Wincko, Pat West (via phone), Commissioner Tim Ryan (via phone).

Members who were unable to attend were: Gina Alexis, Carlos Arboleda, Cynthia Gaber, Mayor Frank Ortis, Pam Sands, Cynthia Sheppard, Anna Silva.

PLEDGE OF ALLEGIANCE

INVOCATION

Roy Rogers former board members and guest gave the invocation.

MEMBER SPOTLIGHT

Mayor Dean Trantalis gave the Board member spotlight.

Auvernina Molina gave the staff spotlight.

APPROVAL OF MINUTES

Approval of the minutes of the March 22, 2018 Broward Workforce Development Board/CareerSource Broward Council Partnership Meeting #205.

The following amendment was made to the minutes:

- Item #11 was changed to reflect that the results of the President's evaluation were distributed to the board not the evaluation instrument.

A motion to approve the minutes of the March 22, 2018 BWDB Partnership/CareerSource Broward Council meeting #206 was made by Frank Horkey and seconded by Gary Arenson. The Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the minutes as amended.

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

On a motion made by Michael Carn and seconded by Gary Arenson, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of April 26, 2018.

1. Monthly Performance Report

The current performance for the month of February is provided. This month's data reflects that within the Big 7 Regions CSBD is in a five-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st in WTP Two Parent Participation Rate and 1st in WTP EER, and ranks 2nd in WTP All Family Participation Rate.

2. BWDB Committee Summary

Summary of actions taken at the following meetings:

Employer Services – April 2, 2018

One Stop Services & Special Populations Committee – April 3, 2018

3. Acceptance of Additional National Dislocated Worker Grant Funds

Consideration to accept an additional \$292,446 in Workforce Innovation and Opportunity Act National Dislocated Worker Grant funds from the Florida Department of Economic Opportunity. These funds provide services to individuals who relocated to Florida from Puerto Rico or the Virgin Islands due to Hurricane Maria. Funds will provide temporary employment and training services to people impacted by the hurricane, bringing the total funding to \$812,267. Approved at the 4/3 One Stop Services and Special Populations Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Michael Carn requested this item be moved from Consent Agenda to an action item for discussion. Michael Carn asked if we are in contact with people who live in Puerto Rico who were affected by hurricane Maria. Mason Jackson stated we do not have direct contact with people in Puerto Rico, the funds are used for people that fled Puerto Rico to Broward as a result of the hurricane.

Josie Bacallao mentioned on June 30, 2018 “Nuestro Futuro Symposium 2018” will be held at FIU’s Graham Center. The Symposium 2018 brings together leaders in Florida business, government, media, and academia to discuss the aftermath of Hurricanes Maria and Irma.

4. Acceptance of Additional Welfare Transition Program (WTP) Funds

Consideration to accept an additional \$400,000 in WTP funds. These funds will be used to help Welfare Transition customers gain and/or retain employment through assistance with 1) job skills training 2) job search 3) support services and 4) for youth at-risk of needing welfare services in the future. The increase in funding will bring the total award to \$4,458,282. Approved at the 4/3 One Stop Services and Special Populations Committee meeting. *(This is in alignment with the BWDB goal to Align Broward’s services to maximize employment and training opportunities for targeted populations.)*

5. Suspension of Three Individual Training Account (ITA) Providers

The Workforce Innovation and Opportunity Act and CareerSource Florida policy require that eligible training providers re-apply every two years to remain on the ITA list. The deadline to submit applications was 4/1. Three (3) providers 1) Florida National University 2) International Institute of Healthcare Professionals and 3) Orion College missed the deadline and did not comply or respond to staff requests to submit their applications. We subsequently found out that Orion is no longer a school. We did not have any students there. As a result Mason Jackson, President/CEO directed staff to suspend referrals until further notice. Letters have been sent to the providers informing them of the action we have taken due to their noncompliance.

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. School Board of Broward County Incumbent Worker Training (IWT) Grant

Consideration to award 1) the School Board of Broward County is requesting an IWT Grant in the amount of \$142,824 for 65 teachers to earn their regular Teaching Certificates. The teachers will be dislocated workers as without the training they will be laid off and 2) obligate funds from next year’s allocation. The amount requested is not expected to impact budget decisions we’ll make for next program year. The Employer Services Committee was emailed the IWT grant request for review and comment. The only comments received were in support. Because a BWDB member, Ms. Enid Valdez is employed by the School Board of Broward County this recommendation must be approved by a 2/3 vote of the BWDB members present with an established quorum at the Board meeting. *(This is in alignment with the BWDB goal to Align Broward’s services to maximize employment and training opportunities for targeted populations.)*

Enid Valdez declared a conflict of interest for this item as she is employed by the School Board of Broward County. She abstained from voting and submitted a conflict of interest form at the meeting.

Dr. Mildred Coyne declared a conflict of interest for this item as she is employed by the Broward College. She abstained from voting and submitted a conflict of interest form at the meeting.

On a motion made by Frank Horkey and seconded by Kristen Cavallini-Soothill , the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the Incumbent Worker Training (IWT) Grant by a 2/3 vote of the seated quorum.

2. Summer Youth Work Experience Contract for Advanced Roofing, Inc.

A 2/3 vote is required to approve entry into a summer work experience contract with Advanced Roofing. Because a BWDB member, Mr. Kevin Kornahrens works for Advanced Roofing, Inc. this recommendation must be approved by a 2/3 vote of the BWDB members present with an established quorum at the BWDB meeting. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson thanked Kevin Kornahrens for participating in the CSBD summer work experience program. Kevin Kornahrens declared a conflict of interest for this item as he is the Vice President of Advanced Roofing. He abstained from voting and submitted a conflict of interest form at the meeting.

On a motion made by Francois LeConte and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved entry into a summer work experience contract with Advanced Roofing, Inc. by a 2/3 vote of the seated quorum.

3. Region 22 Targeted Occupations List (TOL) for Program Year (PY) 18-19

Consideration to approve the TOL for PY 18-19. We sent the preliminary TOL for PY 18-19 provided by the state to local education and business stakeholders to get input and gather additional relevant labor market data. We also held publicly noticed meetings to review the occupational changes to region 22's TOL and gather additional information. CSBD recommends 1) retaining thirteen occupations proposed by the State for removal 2) adding nine new occupations and 3) maintaining an effective date of 7/1 in line with our program year. Approved at the 4/3 One Stop Services and Special Populations Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated that CSBD sent the preliminary TOL to local education and business stakeholders to get input and gather additional relevant labor market data. Based on the feedback from the public meetings, and our own research using tools such as Help Wanted On-Line (HWOL) and Employ Florida supporting evidence and information was established to retain thirteen (13) occupations proposed by the State for removal.

On a motion made by Frank Horkey and seconded by Gary Arenson, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the Targeted Occupations List for Program Year 18 – 19.

4. New Course for Current ITA Provider – The Academy of South Florida

Consideration to approve The Academy of South Florida's request to add its 1) Business Analyst 2) Cloud and Security Network Administrator and 3) Full Stack Web Developer Test Preparatory programs to the Customer ITA list. CSBD reviewed the applications for completeness and to ensure that Board mandated criteria were met for the training programs and related occupational titles. Approved at the 4/3 One Stop Services and Special Populations Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson advised that CSBD reviewed the applications for completeness and to ensure that Board mandated criteria were met for the training programs and related occupational titles. Schools must be licensed by the Florida Department of Education; if an accreditation exists, the school must have it. Mason further mentioned that training providers must have a 70% placement rate for participants and be able to pass a site visit.

Frank Horkey inquired as to how much tuition we pay. Mason replied that we pay up to \$8,200. If the tuition is over \$8,200 the student will have to cover the difference. Any amount over \$8,200 for youth we ask the provider to provide the remaining monies from a scholarship.

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 New Course for Current ITA Provider – The Academy of South Florida.

5. Start-Up NOW Sustainability

Douglas Sáenz, Project Manager, to provide an overview of the Start-Up now program. Our current successful Entrepreneurship program Startup Now expires in February 2019. We need to begin work on funding sources to continue the good work and the established partnership with Broward College. Consideration of approval to 1) go forward with the plan to seek community support through grants, donations, sponsorships, in-kind contributions or other forms of support and 2) your active involvement in suggesting sponsors and donors. We need your support in suggesting donors and opening doors and we will need to open a new 501C3 to receive the donations. *(This is in alignment with the BWDB goal to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mason Jackson mentioned the pitches presented at the Start-Up Now Pitch Event for Cohort 3 were great. He indicated he thought it would be a good idea to bring some of the entrepreneurs to a BWDB meeting. He further thanked all the BWDB members whom that have assisted with the Start-Up now program. Mason indicated the grant ends at the end of February 2019 and we need to seek community support through grants, donations, sponsorships, in-kind contributions or other forms of support.

Josie Bacallao asked what percentage of the participants are from Broward College. Doug Sáenz responded 100%. He further indicated participants enroll first as continuing education students then enroll as non-degree seeking credit earning students. Dr. Mildred Coyne stated that we did not get the students from within the college environment. She further asked if the

\$190,000 is the amount needed to run the program for a year and what does it pay for. Mason stated the \$190,000 is the amount needed for the year and it pays for the staff, materials, instructors, and space. He indicated that we are not fully loaded and we are still hoping to partner with Broward College which constitutes about 38% of the cost of the operation of the program.

Doug Sáenz with Start-Up Now and two former participants from Start-Up Quest; Shakeia Kegler with GovLia and Ciara Mohamed with Seeta's Kitchen gave presentations on entrepreneurship.

On a motion made by Mayor Josh Levy and seconded by Francois LeConte, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved CareerSource Broward to seek community support for Start-up Now.

REPORTS

1. Disaster Relief Temporary Worker Grants

In response to Hurricanes Irma and Maria CSBD was awarded disaster relief funds to provide temporary jobs. The temporary workers are placed by contracted staffing companies not related to the BWDB. Because some of the worksites are with entities represented on the BWDB we are providing this report to assure transparency in our actions. This does not fall within the State's Contracting Policy requiring a 2/3's vote as the BWDB is not entering into contracts with the worksites. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason informed the board in order to facilitate the recruitment and assignment of these temporary disaster relief workers, CSBD released an open Request for Proposals to solicit staffing companies. The staffing companies serve as the employer of record, help develop the worksites, manage payroll, and provide legislative required training and participant placement.

2. Employer Services Infograph February 2018

CSBD hosted 8 mass recruitment events for employers seeking to fill over 117 vacant positions. Also through the industry intermediaries, CSBD posted 63 available jobs for employers in Broward's targeted industries during this time period.

3. Broward County Unemployment

The unemployment rate in Broward County was 3.5 percent in March 2018. Lower by 0.4 percentage point over the year. In March 2018, Broward County's unemployment rate was 0.3 percentage point lower than the state rate (3.8) and 0.3 percent point lower than the national rate (4.1percent). Out of a labor force of 1,037,489 there were 36,167 unemployed Broward County residents.

Mason Jackson indicated the unemployment numbers come out on a monthly basis and he sends them to the media and to the BWDB members. Mason mentioned that over the past year Broward County is shifting to higher paying jobs. He further indicated that retail trade

is in a free fall right now because of the Amazon effect. Mason mentioned that the hospitality industry is looking to recruit workers. Mason further indicated that CSBD needs to look into speaking with colleges for training on the skill sets needed to transition from retail to hospitality.

Janet Wincko mentioned that they have ninety open positions at City Furniture locations.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

None

MATTERS FROM THE BOARD

- Bob Swindell announced on May 10, 2018, My Next Move 2018 College/Career & Work Readiness Program will be held at the Broward County Convention Center.
- Frank Horkey mentioned that several Board members along with Mason Jackson, Rochelle Daniels and Carol Hylton attended the March 2018 NAWB Forum in Washington D.C. He indicated that they met with Senators and Representatives.
- Silva Beebe advised that she was retiring from the board on 4/26 as she accepted a new job position with the county.

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

- Mason Jackson welcomed Mayor Dean Trantalis for joining the Broward Workforce Development Board.
- Mason Jackson thanked Shakeia Kegler and Ciara Mohamed who attended the Pitch Night to support their classmates. He mentioned that it meant a great deal to provide the support to their fellow classmates.
- Mason Jackson advised that CSBD will have an exhibit at the Dillard High School's Third Annual Career Fair on 4/27/18.
- Mason Jackson indicated that CSBD will have an exhibit at the My Next Move 2018 College/Career & Work Readiness Program event.
- Mason Jackson stated that the CSBD website lists all the businesses that come into our One Stop for recruitment.
- Mason Jackson indicated that 100 new jobs are coming to Ft. Lauderdale. The name of the company has not been provided as of yet.
- Carol Hylton mentioned that the new building was coming along. She indicated that Mark Klincewicz, Senior VP of Information Technology, was doing a phenomenal job in catching little errors the construction and architects miss along the way. We still anticipate the building move in date to be December.

ADJOURNMENT 9:28 A.M.

THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR May 24, 2018 AT 8:00 A.M.