



**Broward Workforce Development Board
One-Stop Services Committee**
Tuesday, January 30, 2024
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 835 8323 4370
Zoom Password: 310947
Zoom Call-In: 1 646 876 9923

MEETING MINUTES

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

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

ATTENDEES:

ONE-STOP SERVICES COMMITTEE MEMBERS: Tara Williams, Cynthia Sheppard, Marjorie Walters, Melida Akiti, and Rick Shawbell, who chaired the meeting.

STAFF: Carol Hylton, Kimberly Bryant, Ron Moffett, Mark Klinecicz, Rochelle Daniels, Kaminnie Kangal, Nadine Jackson, and LaTanya Brown.

APPROVAL OF MINUTES

Approval of the Minutes of the 11/28 meeting.

On a motion made by Tara Williams and seconded by Rick Shawbell, the One-Stop Services Committee (OSSC) unanimously approved the minutes of the 11/28 meeting.

NEW BUSINESS

1. Program Year 23/24 Revised Budget

The committee reviewed the annual update from the preliminary budget presented in June. It is the adjusted budget based on the final grant awards received by CareerSource Broward (CSBD). The CSBD formula grants for Program Year (PY) 23/24 total \$19,423,045 an increase of \$158,052 or <1% from the planning numbers presented in June. Dedicated grants total \$8,419,969, an increase of \$1,298,312. Our total available budget is \$27,843,014 (\$19,423,045 + \$8,419,969) for PY 23/24.

Ms. Hylton provided an overview of the comparison of the preliminary budget to the actual amounts received. She indicated that the Bank of America funds are anticipated. When comparing the preliminary to the actual budget for formula funds, there is less than one percent change.

Mr. Shawbell stated that the budget looked good and thanked Ms. Hylton for her thorough explanation.

Ms. Hylton indicated that she may need to leave the meeting early to meet with Maria “Loli” Formoso, CTACE Director.

On a motion made by Melida Akiti and seconded by Tara Williams, the One-Stop Services Committee unanimously approved the Program Year 23/24 revised budget.

2. Addition of New Eligible Training Provider HCI College and Courses

Considered approval to add Hollywood Career Institute (HCI) College as an Eligible Training Provider and 1) Nursing A.S. Degree, 2) Substance Abuse Counseling A.S. Degree, 3) Medical Assisting Diploma, and 4) Practical Nursing Diploma programs to the Workforce Innovation and Opportunity Act (WIOA) Individual Training Account (ITA) list. CareerSource Broward added the schools and courses that met federal, state, and local criteria to give customers more choices.

Mr. Shawbell introduced and reviewed the item. There was no further discussion.

On a motion made by Tara Williams and seconded by Melida Akiti, the One-Stop Services Committee unanimously approved Hollywood Career Institute (HCI) as a new eligible training provider and 1) Nursing A.S. Degree 2) Substance Abuse Counseling A.S. Degree 3) Medical Assisting Diploma 4) and Practical Nursing Diploma programs to the WIOA ITA List.

3. Addition of Occupational Titles to the Targeted Occupation List (TOL)

Considered the approval of three (3) occupations to our local TOL: 1) Computer Programmers, 2) Nursing Assistants, and 3) Veterinary Assistants/Laboratory Animal Caretakers. Throughout the year, CareerSource Broward (CSBD) receives input from our industry intermediaries, eligible training providers, our economists, and employers to evaluate our local TOL. With this input and using labor market analytic tools such as Employ Florida and Lightcast, CSBD staff has been able to establish local demand for these 3 occupations, and all Board-mandated criteria have been met for these occupational titles to be added to the TOL for Program Year 23/24.

Ms. Akiti asked if Medical Assistant was already on the TOL. Ms. Bryant confirmed that it was.

On a motion made by Melida Akiti and seconded by Cynthia Sheppard, the One-Stop Services Committee unanimously approved the addition of 1) Computer Programmers 2) Nursing Assistants and 3) Veterinary Assistants/Laboratory Animal Caretakers to the TOL.

4. Updates to the One-Stop Services Committee Strategic Planning Matrix

Reviewed and considered the approval of the updates to the Strategic Planning Matrix.

Ms. Bryant provided the committee with an overview of the updates to the matrix.

Mr. Shawbell thanked Ms. Bryant and stated that he believes the translation services will be a very helpful tool.

Ms. Williams asked if CSBD had already conducted the training on how to serve the justice-involved. Ms. Bryant replied yes, staff researched best practices and then trained our front-line employees.

On a motion made by Marjorie Walters and seconded by Tara Williams the One-Stop Services Committee unanimously approved the updates to the One-Stop Services Committee Strategic Planning Matrix.

REPORTS

1. Update on Veteran FAU Entrepreneurial Training Graduates

Through the Get There Faster grant funding, CSBD partnered with FAU and the Small Business Development Center to bring entrepreneurial learning and development opportunities to veterans interested in starting new businesses to achieve financial independence. In addition to classroom and online training, veterans also receive mentorship from successful entrepreneurs who provide direct guidance in applying for government contracts and grants. A total of 9 veterans completed the training program and 5 have elected to continue the mentoring process and have filed the necessary paperwork to open businesses in the following areas 1) Food truck 2) Recycling company 3) At Home Healthcare 4) Boat, yacht, and vessel rental and 5) Childcare Care.

Ms. Bryant explained that each of the veteran students are in different stages of starting their business, but we are very proud of them for moving forward towards attaining their goal.

Mr. Shawbell said it is a very diverse group of entrepreneurs, and thanked staff for taking this initiative to assist Veterans with entrepreneurial training and starting their own businesses.

2. First Annual State of the Workforce Breakfast

On 1/24, CSBD, in partnership with the chambers of commerce in Fort Lauderdale, Hollywood, Pompano Beach, and Tamarac, hosted the Inaugural State of the Workforce Breakfast and Job Fair at the Broward County Convention Center. The event featured a 1) networking breakfast where over 300 business leaders learned about the latest workforce trends and uncovered the dynamic relationship between AI and the workforce 2) a Business Marketplace showcasing local vendors that offer services designed to help the companies operate efficiently and 3) job fair where over 100 employers discovered top-notch talent by coming face-to-face with over 1,200 job seekers. Broward County Transit provided complimentary transportation to job seekers from economically distressed zip codes, and Visit Lauderdale provided complimentary parking. This was the largest event that CareerSource Broward has brought to the community in our 51-year history. By all accounts, the event was an incredible success!

Mr. Moffett expressed his gratitude towards Mr. Klinecicz and Ms. Bryant's team, the Board, and Ms. Hylton stating that the event would not have been a success without their collaborative efforts and support. He highlighted the keynote speakers: Adrienne Johnston, President & CEO of CareerSource Florida and Rob Petrosino, Head of Emerging Tech & Innovation Division at

PeakActivity and listed others who made introductory comments at the event such as Vice-Mayor Beam Furr, Mr. Dobrikow, Ms. Hylton, and Mayor Josh Levy. Lastly, Mr. Moffett informed the members that the resume café was available for every job seeker who attended.

Committee members viewed a video from the local news station that covered the event.

Mr. Shawbell said that this was a wonderful event, and the committee agreed.

3. Monthly Performance Report

The performance for December was provided. The data reflects that within the Big 7 Regions, CSBD is in a five-way tie for 1st in WIOA Entered Employment Rate (EER), 1st in Welfare Transition (WT) All Family Participation Rate and Two-parent Participation Rate, and 2nd in Wagner Peyser and Veterans EER.

Ms. Bryant reviewed the December performance data.

4. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 2.8 percent in December 2023. This rate was 0.6 percentage points higher than the region's year-ago rate. In December 2023, Broward County's unemployment rate was 0.1 percentage points lower than the State's rate of 2.9 percent. Out of a labor force of 1,109,563, up 45,283 (+4.3 percent) over the year, there were 31,406 unemployed Broward County residents. Pursuant to board direction, CSBD added a new economic indicator on cruise passenger data to the dashboard. This information was useful in measuring the health of the local tourism industry, one of Broward's main economic drivers. Cruise passengers contribute to the local economy by spending money on various goods and services. Two additional tiles are in process, the 1) Business Confidence Indicator and 2) Hotel Lodging Index, which CSBD's economist is finalizing to provide a year-over-year comparison of tax and revenue data to identify trends.

Mr. Klincewicz presented the updated labor market information available on CSBD's economic dashboard.

Mr. Shawbell stated that CSBD is really on top of providing this local labor market data because all the information you need is there. He further commented you don't have to spend hours looking around. Excellent work as usual.

Ms. Akiti agreed that CSBD does great work and expressed her appreciation of the work we do. She stated it is because of the excellent work CSBD does that she agreed to serve on this committee.

Mr. Shawbell said those were very kind words and echoed the sentiment and agreed. We are very lucky to have the leadership we have at CSBD. They do absolutely amazing work. Nothing is more important to us than our customers. That is the bottom line. He expressed appreciation for the opportunity to be involved. This is a very well-run organization. Keep up the good work.

MATTERS FROM THE ONE STOP SERVICES COMMITTEE CHAIR

None

MATTERS FROM THE ONE STOP SERVICES COMMITTEE

None

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Mr. Moffett indicated that we have a couple of Requests for Proposals (RFP) he wanted the committee to be aware of. First, there is a proposal for our out-of-school and in-school WIOA youth services. These recommendations for new contracts with providers should be coming to the Board at the April meeting. We also have an RFP out to find vendors to create informational videos on industries and career paths that are in demand. About a month ago, the Board approved to set aside \$90K for this initiative.

Mr. Klincewicz added that he is really excited about the upcoming Worlds of World (WOW) event on March 14th. We are bringing in 9th & 10th graders and plan to highlight local targeted industries. It will be an extremely hands-on experience, with fun activities through exploration, including virtual reality. The event will be at the will be at the Amerant Bank Arena, home of the Florida Panthers.

ADJOURNMENT - 1:21 p.m.

THE NEXT ONE STOP SERVICES COMMITTEE MEETING IS APRIL 2, 2024.