



**Broward Workforce Development Board
One Stop Services Committee
Wednesday, November 1, 2022
12:30 p.m. – 2:00 p.m.
Zoom Meeting ID: 827 0366 7790
Zoom Password: 264543
Zoom Call in: 1 646 876 9923**

MEETING MINUTES

CareerSource Broward Board Conference Room, 2890 W. Cypress Creek Road, Ft. Lauderdale, FL 33309

This meeting was held in person. Due to Coronavirus, in the interest of keeping our committee members, staff, and public safe, this meeting was also accessible via a Zoom video conference using the link below.

<https://us02web.zoom.us/j/82703667790?pwd=N0dnNFIVR0F5WFVhTIIPcIlhUWIWQT09>

THE COMMITTEE WAS REMINDED OF CONFLICT OF INTEREST PROVISIONS.

ATTENDANCE:

One Stop Services Committee Members: Ann Deibert, Cassandra Evans, Marjorie Walters, Jill Denis-Lay, Audrey Ljung, Dawn Liberta, Felipe Pinzon, Kareen Torres, and Rick Shawbell who chaired the meeting.

Staff: Carol Hylton, Rochelle Daniels, Ron Moffett, Kimberly Bryant and Michell Williams.

Guests: Christy Bradford, Robert Sawyer, Tarsha Knight, Latarshia Shorter, Taryn Howe, and Je Rhonda Lewis.

APPROVAL OF MINUTES

Approval of the Minutes of the 9/7 One Stop Services Committee Meeting.

On a motion by Dawn Liberta and seconded by Ann Deibert, the One Stop Services Committee unanimously approved the minutes of the 9/7 Committee meeting.

NEW BUSINESS

1. CareerSource Broward Youth Committee

Considered approving the creation of a Youth Committee. CareerSource Broward received community feedback encouraging the reinstatement of the Youth Committee, which was merged into the One Stop Services Committee (OSSC) after WIOA was enacted. The thought at the time was to combine committee engagement focused on job seeker services. However, the youth programs would benefit from a committee devoted to their unique needs and programs.

Ms. Hylton discussed the item.

Ms. Evans asked for clarification on what would be the scope of each committee. Ms. Hylton indicated that the OSSC will focus on the adult job seekers in the career centers and the youth committee will focus on the Out-of-School Youth and the In-School Youth programs as they did in the past.

Mr. Shawbell asked if this would be a sub-committee of the OSSC or a separate committee. Ms. Hylton replied it would be a separate committee, and the BWDB By-laws would also need to be updated to reflect the change.

On a motion by Marjorie Walters and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the recommendation to create a standing Youth Committee.

2. Addition of New Course for Existing Eligible Training Provider - Broward College

Considered approving adding Broward College's (BC) Commercial Driver's License (CDL) Program to the Individual Training Account List. CDL is in high demand in Broward County and pays a good wage. The course is offered in person with road experience, and BC offers different schedules 1) 8 weeks or 2) in a condensed 4-week program to meet students' needs. CSBD reviewed the application for completeness and ensured that Board mandated criteria were met for the training program and related occupational title. Because Board member, Dr. Mildred Coyne, is employed by BC, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

Ms. Bryant indicated that Broward College, one of our existing eligible training providers, applied to have their CDL program added to the ITA List.

Kareen Torres indicated that she had a conflict on this item, as she is employed by Broward College. She abstained from voting and will be required to submit a conflict-of-interest form.

On a motion by Felipe Pinzon and seconded by Dawn Liberta, the One Stop Services Committee unanimously approved adding Broward College's Commercial Driver's License (CDL) Program to the ITA List.

3. Continuing Eligibility for Florida Career College and Galen College of Nursing

Considered approving existing eligible training providers (ETP) 1) Florida Career College and 2) Galen College of Nursing with continuing eligibility for the period 12/15/22 thru 12/15/24 and 3) maintaining their currently approved occupational training programs on our ITA list. This is in accordance with WIOA, which requires providers to be re-evaluated and approved for continuation on the ETP List after their initial year of eligibility. Both providers have met continued eligibility requirements that include, but are not limited to, licensure, accreditation, issuance of an industry-recognized credential and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed the applications for completeness and to ensure that CareerSource Florida requirements and Board mandated criteria were met for all three schools.

Ms. Bryant indicated that Florida Career College and Galen College of Nursing are existing eligible training providers and have met their continued eligibility requirements. CSBD reviewed their applications for completeness and ensured that all BWDB mandated criteria were met.

On a motion by Cassandra Evans and seconded by Audrey Ljung, the One Stop Services Committee unanimously approved existing eligible training providers (ETP) 1) Florida Career College and 2) Galen College of Nursing with continuing eligibility for the period 12/15/22 thru 12/15/24 and 3) maintain their currently approved occupational training programs on our ITA list.

4. One Stop Services (OSS) Committee Meeting Calendar for 2023

Considered approving the OSS Committee 2023 calendar meeting schedule. The meetings will be hybrid. Attendees will have the option of attending in person or virtually using Zoom.

Ms. Bryant reviewed the OSS Committee 2023 meeting schedule. Ms. Evans asked when would the youth committee meet. Ms. Bryant indicated that if the standing youth committee is approved by the Board a schedule would be created.

Mr. Pinzon requested that the OSSC meeting calendar invites be sent out in Outlook after the meeting, and Ms. Hylton replied yes, we would send them.

On a motion by Felipe Pinzon and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the 2023 OSS Committee calendar meeting schedule.

5. One Stop Services Committee Strategic Planning Matrix Update

Considered approving the updates to the OSS Committee Strategic Planning Matrix.

Ms. Bryant reviewed the OSSC Strategic Planning Matrix Updates with the committee. She highlighted select areas where progress has been made and informed all of the attendees of the status of the various objectives.

Ms. Bryant stated for one of the matrix objectives, Ms. Einhorn from the Coordinating Council provided guidance on the current housing initiatives and suggested that CSBD invite Dr. Edward Murray to an upcoming meeting to discuss the Affordable Housing Needs Assessment for 2022 and wage increase. She also agreed it would be a great idea to explore purchasing the Central One Stop and converting it into a multi-use building with a residential complex.

Ms. Ljung asked if CSBD was building a new career center. Ms. Hylton replied that our thought is to purchase the Central office from the State, demolish and rebuild it as a state-of-the-art building. It would be a tremendous asset to the community and is prime real estate.

Ms. Hylton stated in discussion with Ms. Einhorn, we learned she has a seat on the Florida Housing Finance Corporation with DEO Secretary Dan Eagle, whom we would bring the proposal to purchase the building. CSBD will have to bring the item for more formal discussions to the Audit Committee. Ms. Evans stated that this plan was an excellent idea. Ms. Deibert replied that this was a great idea and a look at the future. Developing affordable housing in Broward County, even with the Florida Housing Finance Corporation, is challenging and time-consuming, and tax credits are limited.

Ms. Bryant continued to review the Matrix updates, section 2.1.3 informing job seekers of apprenticeship advantages and opportunities in sectors expected to grow in Broward County is in progress.

The first apprenticeship information session was held on 10/13, with the Florida East Coast JATC and Board members Rick Shawbell and Zac Cassidy presented to the attendees. We had several job seekers interested in pursuing apprenticeship programs.

Mr. Shawbell thanked CSBD and acknowledged Barbara Cevieux for coordinating and assisting during the apprenticeship session and stated the event was great.

Ms. Bryant highlighted that at the request of the committee, section 5.1.6 was added to the matrix which states developing strategies that address multigenerational unemployment and reviewed the outcomes from the matrix.

On a motion by Audrey Ljung and seconded by Cassandra Evans the One Stop Services Committee unanimously approved the updates to the OSS Committee Strategic Planning Matrix.

6. Accept Supplemental WIOA Dislocated Worker (DW) Funding

Considered accepting \$983,715 in WIOA DW supplemental funds for Program Year 22/23. These funds would be used to 1) increase community outreach, 2) expand marketing campaigns, 3) scholarships for customers, and 4) fund work-based training opportunities such as paid work experience, incumbent worker training, and on-the-job training.

Ms. Bryant stated the funds would be used to increase community outreach, offer scholarships for customers, and fund work-based training opportunities such as paid work experience, incumbent worker training, and on-the-job training.

On a motion by Dawn Liberta and seconded by Kareen Torres the One Stop Services Committee unanimously approved accepting \$983,715 in WIOA DW supplemental funds for Program Year 22/23.

7. Accept Children's Services Council Summer Youth Funds

Considered accepting \$2,815,656 from the Children's Services Council of Broward County to serve up to 583 economically disadvantaged youth ages 16 -18 for the PY 22/23 Summer Youth Employment Program (SYEP). These funds would allow us to maintain the youth wage of \$14.00 per hour, which was increased this past summer. The SYEP would continue to provide all youth with three days of employability skills training and an eight-week meaningful summer work experience. The SYEP program would begin on 6/12/23, and the application for youth would open in December 2022. We are recruiting work sites emphasizing private-sector employer sites to provide meaningful employment experiences aligned with the youth's career interests.

Ms. Bryant indicated that we have included a copy of the save the date youth and employer flyer and encouraged members to distribute the flyers and refer employers. The portal opens December 19, 2022 for the youth to sign up.

On a motion by Audrey Ljung and seconded by Marjorie Walters, the One Stop Services Committee unanimously approved accepting \$2,815,656 from the Children’s Services Council of Broward County to serve up to 583 economically disadvantaged youth ages 16 -18 for the PY 22/23 Summer Youth Employment Program.

8. Accept City of Ft Lauderdale Summer Youth Funds

Considered accepting \$301,543 from the City of Fort Lauderdale to serve 63 economically disadvantaged youth ages 16-18 who are residents of the City of Fort Lauderdale for the PY 22/23 SYEP.

Ms. Bryant stated the City of Fort Lauderdale is awarding CSBD \$301,543 to serve 63 economically disadvantaged youth who reside within the city of Fort Lauderdale, which is an increase of \$110,000 from last year. Mr. Shawbell asked if the wage starts at \$14. Ms. Hylton responded yes.

On a motion by Felipe Pinzon and seconded by Ann Deibert, the One Stop Services Committee unanimously approved accepting \$301,543 from the City of Fort Lauderdale to serve 63 economically disadvantaged youth ages 16-18 who are residents of the City of Fort Lauderdale for the PY 22/23 SYEP.

REPORTS

1. WIOA Youth Performance for Program Year 22/23

CSBD currently contracts with education partners and local organizations in Broward County to provide education and employment services to youth between the ages of 17 and 24. We have four (4) Out-of-School Youth and two (2) In-School Youth programs. As previously reported,

since the pandemic, our providers have been struggling to meet their enrollment goals. We have been working with them on recruitment strategies.

Ms. Daniels explained we have OSY contracts with the School Board of Broward County (SBBC), FLITE, HANDY, and Center for Independent Living, and Junior Achievement of South Florida and SBBC has an ISY contract. We noticed across the State that customer flow has not increased. Our providers struggled to meet their enrollment goals, and we have been working with them on recruitment strategies. Ms. Daniels discussed some of the plans to assist providers in increasing and meeting enrollment goals and spending in general CSBD and plans to launch innovative and effective campaigns with the help of our community partners to help increase customer flow.

Ms. Hylton indicated that youth funds for work experience are currently underspent, as enrollment was lower than pre-pandemic levels.

2. Award of Grant Funds to Serve Pregnant and New Single Mothers

CSBD was awarded a grant in the amount of \$500,000 from the Florida Department of Economic Opportunity to serve 100 low-income pregnant and new single moms. Parents will receive intensive case management, career assistance and work-based learning opportunities in coordination with our community partners.

Ms. Ljung asked if CSBD reached out to the WIC programs; adding that, if needed, she had a contact at WIC. Ms. Hylton stated yes, we have a long list of organizations we have reached out to, and WIC was one of them.

Ms. Ljung said she meets with the school social workers monthly and asked if CSBD staff would speak about the grant at the next meeting. Ms. Hylton replied yes, and we could also discuss the OSY resources.

Ms. Evans asked if there was an age bracket in the grant, and Ms. Hylton replied they did not define an age; it states new mothers and single mothers. Ms. Evans asked Ms. Hylton to contact her to discuss the grant further.

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

CSBD is planning the 10th annual "Paychecks for Patriots" Veterans Hiring Fair on 11/9. Paychecks for Patriots is an annual statewide campaign to raise awareness of and drive attendance to hiring fairs, primarily for military veterans and their families. To date, 75 employers have confirmed attendance for the event. The hiring fair will be held at Plantation Central Park, starting at 10 a.m.

4. CareerSource Broward Highlights PY 21/22

CSBD continues to positively impact the lives of thousands of Broward residents and businesses through our workforce services. Highlights from the program year that ended in June include 1) assisting nearly 2,000 job seekers in finding a new or better job, 2) educating over 7,700 individuals through our workshops on topics such as money management and resume development and 3) assisting over 2,850 Broward businesses save money, energy, and time with no-cost recruitment and training services.

Ms. Bryant reviewed the CareerSource Broward Highlights for PY 21/22.

Ms. Evans asked if the financial literacy training that youth in SYEP receive could count towards the new graduation requirement by Broward County Schools. Ms. Hylton replied we would research this.

5. 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 would be alerted when referrals are received so they can immediately engage the customer. The new system would encourage coordination and eliminate duplication. The portal is web-based and can be accessed anywhere, anytime, on any device.

Ms. Bryant explained this is an agency-to-agency referral system shared with us at no cost by CareerSource Suncoast. The system would help make the process of referring job seekers to CSBD more efficient.

Ms. Deibert asked if we are contacting providers in the community. Ms. Bryant replied Yes and they are in the beginning phases and are meeting with providers to discuss and promote the Crosswalk system.

6. CSBD Healthcare Career and Training Fair

The recent Broward County Economic and Labor Market Analysis showed that occupations in the healthcare industry are expected to grow by 24.9% in the next ten years. To increase the pipeline of trained and qualified individuals to fill future vacancies in this industry. CSBD will be holding a Healthcare Career and Training Fair. Eligible training providers who offer training in the medical field would also be present. The purpose is to expand awareness of our 1) Scholarships, 2) employment services, and 3) work-based training opportunities in the healthcare field. The event will be held on 12/8 at 10 a.m. at CSBD's South Center in Hollywood.

Ms. Bryant stated that the purpose of the event is to expand awareness of our Scholarships and work-based training opportunities in the healthcare field.

Ms. Ljung asked how many hospitals are invited to Healthcare Career and Training Fair and recommended inviting Holy Cross Hospital, and she would provide a contact. Ms. Bryant replied that CSBD would reach out to Holy Cross Hospital.

7. Monthly Performance Report

The current performance for the month of August 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 Veterans and WP EER, and ranks 1st in WTP All Family and Two-Parent Participation Rate.

Ms. Bryant reviewed the Performance Report for August.

8. Broward County and Florida Unemployment Information

The unemployment rate in Broward County was 2.6 percent in Sept 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) over the year, there were 27,881 unemployed Broward County residents.

Mr. Moffett reviewed the Broward County and Florida Unemployment Information.

MATTERS FROM THE ONE STOP SERVICES COMMITTEE:

Ms. Evans thanked CSBD and Douglas Saenz for assisting with DOJ's recruitment event last Thursday. They had over a dozen candidates interested in occupations in the Juvenile Justice field.

MATTERS FROM THE FLOOR:

None

MATTERS FROM THE PRESIDENT/CEO:

Ms. Hylton shared that we recently held the Hospitality Forum, and employers were invited to discuss their hiring challenges and to create strategies. The employers said they would like to meet quarterly to discuss challenges and strategies, and the Intermediaries would be responsible for bringing employers to the meetings.

Ms. Hylton shared CareerSourceFL was instructed to create letter grades for the CareerSource boards in each region, and CSBD received an A-. Ms. Evans asked how often the grading is, and Ms. Hylton replied that it is yearly.

Ms. Hylton thanked Dawn Liberta for her assistance in connecting with staff at the Dept of Children and Families to address concerns in the Welfare Transition Program.

ADJOURNMENT 1:54 p.m.

THE NEXT COMMITTEE MEETING IS SCHEDULED FOR TUESDAY, 1/24/2023, AT 12:30 p.m.