



Broward Workforce Development Board
One Stop Services Committee
Tuesday, November 28, 2023
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 882 9910 5340
Zoom Password: 452004
Zoom Call in: 1-646-876-9923

MEETING MINUTES

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

This meeting is being held in person. This meeting is also accessible via a Zoom video conference using the link below.

<https://us02web.zoom.us/j/88299105340?pwd=NUpVcmpETEprTGptVjdUdUY2TkphQT09>

THE COMMITTEE WAS REMINDED OF CONFLICT-OF-INTEREST PROVISIONS.

ATTENDEES:

One Stop Services Committee Members: Heiko Dobrikow, Marjorie Walters, Kareen Torres, Felipe Pinzon, Cynthia Sheppard, and Rick Shawbell who chaired the meeting.

Staff: Carol Hylton, Ron Moffett, Mark Klincewicz, Kimberly Bryant, Rochelle Daniels, LaTanya Brown, and Nadine Jackson

Guest: Tina Suriypaul, Keith Castello, and Ryan Swayno

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

PRESENTATION TO THE COMMITTEE

Ms. Hylton presented an award to Keith Costello, Board member, and Tina Suriypaul of Locality Bank in appreciation for providing financial literacy workshops to CareerSource Broward customers.

Mr. Dobrikow shared that Locality Bank has been entrenched in this community and that there will be more opportunities for partnering with CareerSource Broward.

APPROVAL OF MINUTES

Approval of the Minutes of the 9/26 One Stop Services Committee Meeting.

On a motion made by Heiko Dobrikow and seconded by Rick Shawbell, the One Stop Services Committee unanimously approved the minutes of the 9/26 meeting.

NEW BUSINESS

1. **Addition of Courses to the WIOA Individual Training Account (ITA) List**

Considered the approval of adding 1) Broward College's Phlebotomy Technician and 2) McFatter Technical College's Forklift Certification to the WIOA ITA list. These programs provide opportunities to train for careers in the healthcare and manufacturing industries, which are in high demand. CSBD reviewed the programs for completeness and to ensure that Board-mandated criteria have been met for the training programs and related occupational titles. CSBD adds schools and courses that meet federal, state, and local criteria to give customers more choices. Because Broward College employs committee member Karen Torres, she must declare a conflict, abstain from discussion and voting, and will be required to submit Form 8B.

Karen Torres verbally declared a conflict and abstained from voting. There was no further discussion.

On a motion made by Heiko Dobrikow and seconded by Rick Shawbell, the One Stop Services Committee unanimously approved the addition of 1) Broward College's Phlebotomy Technician and 2) McFatter Technical College's Forklift Certification to the WIOA ITA list.

2. **Addition of Occupational Title to Current Targeted Occupation List (TOL)**

Considered the approval of adding Data Analyst/Scientist to our local TOL. Over the year, CSBD receives input from our industry intermediaries, eligible training providers, and employers and evaluates our local TOL. A Data Analyst/Scientist is an analytical data expert with strong math and technical skills. Data Analysts work with a variety of programming languages. CSBD staff has been able to establish local demand for Data Analyst/Scientist and that all Board mandated criteria have been met for this occupational title to be added to the TOL for Program Year 23/24.

On a motion made by Karen Torres and seconded by Heiko Dobrikow, the One Stop Services Committee unanimously approved the addition of Data Analyst/Scientist to our local TOL.

3. **One Stop Services Committee Meeting Calendar 2024**

Considered the approval of the One Stop Services Committee meeting schedule. We have scheduled 6 meetings for the upcoming year. Meetings are in person. On occasion, if necessary, a committee member can attend via Zoom.

During the discussion, it was determined that Mr. Shawbell and Mr. Torres may have conflicts with some of the proposed dates for the meetings.

Ms. Hylton suggested that we table the item and follow up with the Chair and Karen.

On a motion by Felipe Pinzon and seconded by Karen Torres the One Stop Committee members unanimously approved 1) CSBD staff polling the entire committee on their availability 2) bringing further updates to the committee for their consideration if warranted and 3) if there are no changes requested, informing the members of the approved 2024 scheduled dates for the meetings.

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

Considered the approval of the updates to the Strategic Planning Matrix.

Ms. Bryant reviewed the updates to the Strategic Planning Matrix and provided an overview of the progress made toward achieving the committee's objectives.

For item 2.2, Ms. Bryant stated that CSBD plans to use career ladders that have already been created by our educational partners. Ms. Torres inquired about which educational partner's career ladder information we planned on using.

Ms. Bryant responded that we planned to discuss this at our upcoming training provider meeting to gather career ladder information from all our providers.

On a motion made by Karen Torres and seconded by Heiko Dobrikow, the One Stop Services Committee unanimously approved the updates to the One Stop Services Committee Strategic Planning Matrix.

5. Non-custodial Parent Grant Award

The Committee was requested to provide input regarding additional recruitment and outreach strategies for non-custodial parents. CSBD has received \$772,447 in discretionary grant funds to assist non-custodial parents who are under or unemployed and have difficulty meeting child support obligations to obtain employment. Suggestions have included working with the justice-involved population via BSO/Dept of Corrections, the Department of Revenue, United Way, Children's Services Council, and our ITA Training providers.

Ms. Bryant explained the grant and asked for input from the committee on additional recruitment strategies we should consider to ensure we serve the maximum number of customers and expend these funds by 6/30/24

Ms. Hylton stated we recently accepted an additional \$200,000 in non-custodial parent funds to engage more non-custodial parents. We worked with our Board Chair, Mr. Dobrikow to draft a letter to employers who would like to upscale or promote one or more of their current employees who could benefit from the grant.

Mr. Shawbell commented that this is a unique and time-sensitive grant that can help non-custodial parents. He requested clarification on who is eligible for the grant; does the person need to be unemployed?

Ms. Hylton clarified that the non-custodial parent can be unemployed or under-employed and must meet the eligibility requirements, which include Broward County residency, ability to work in the US, and is struggling to meet child support commitments.

Mr. Dobrikow reminded the committee members that this is time-sensitive and their help is needed.

Ms. Torres indicated she will share this information with several departments at the college, such as the Transformational Justice Program at Broward College, as these individuals are coming out of incarceration. Ms. Bryant stated that she would provide the program flyer with all committee members to share with their networks.

6. Industry-related Informational Videos

Considered the approval to set aside up to \$90,000 from our dedicated grants to identify career paths in 4 to 5 of the most in-demand occupations for job seekers and employers. The videos will portray the day-to-day requirements of the various career pathways available. They will expand awareness among our most barriered populations and demonstrate success through these upskilling opportunities. The videos will be posted on our website and distributed county-wide. The committee is requested to prioritize five (5) of the following industries 1) manufacturing 2) marine 3) hospitality 4) Information technology 5) aviation 6) construction and 7) healthcare.

Ms. Hylton stated that CSBD is seeking approval to create “day in the life” videos highlighting various career paths and industries and reminded the committee that this project is similar to a series of videos called Salty Jobs produces several years ago that highlighted the Marine industry.

Ms. Torres stated that healthcare is one of the main areas that Broward College focuses on. Mr. Shawbell concurred and stated that from a construction perspective, he is seeing a tremendous increase in new medical buildings.

Ms. Hylton added that the Marine industry jobs may not be well-known to those who are economically disadvantaged and Mr. Pinzon agreed that it should be one of the priorities.

Ms. Torres stated that the full scope of advanced manufacturing occupations would be good to highlight. Mr. Pinzon agreed and added he supports information technology as one of the priority industries.

On a motion made by Kareen Torres and seconded by Felipe Pinzon, the One Stop Services Committee unanimously approved setting aside funding up to \$90,000 to produce industry-related informational videos from our dedicated grants and prioritizing the following four industries: 1) Healthcare 2) Manufacturing 3) Information Technology and 4) Marine.

REPORTS

1. **CSBD's 2023 Paychecks for Patriots Veterans Hiring Fair**

CSBD held our 11th annual Paychecks for Patriots Veterans Job Fair on 11/8, with over 500 job seekers and more than 100 employers in attendance. It was a great event with employers recruiting, such as Broward Health, Advanced Roofing, Broward County Government, Memorial Healthcare, Seminole Hard Rock, Broward County Public Schools, Coca-Cola, Miami Heat, various law enforcement agencies like Fort Lauderdale Police, Broward Sheriff's Office, and Pembroke Pines Police, and many more. Feedback from employers and job seekers was very positive, and a highlight video is in production.

The committee members viewed a slide show of photographs taken at the event.

Mr. Shawbell stated that he thoroughly enjoyed attending the event. He believes it was a huge success.

Ms. Hylton shared that we were very active on social media, and it was live-streamed. Several elected officials and members of our local delegation also attended the event.

2. **Individual Training Account (ITA) Provider Performance**

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

Mr. Shawbell said that this was good news and reflected the quality of our training providers and the technical support given to them by the staff.

3. **First Annual State of the Workforce Breakfast**

CSBD is partnering with the Broward County Council of Chambers to hold the first Annual State of the Workforce Breakfast on Wednesday, January 24, 2024, at the Broward County Convention Center. In addition to keynote speakers, the event will feature a "marketplace" for the chambers and CSBD to showcase our employer services and a job fair. Board Chair Heiko Dobrikow will be the Master of Ceremonies for this not-to-be-missed event.

Ms. Hylton shared that this is our inaugural event, and we are excited to have Adrienne Johnston, President of CareerSource Florida, confirmed as one of our keynote speakers. We are also working to secure a speaker on the topic of A.I.

Mr. Pinzon commented that this was fantastic and that he planned to be there. He asked if there would be opportunities to purchase a vendor table for Hispanic Unity. Ms. Hylton responded yes, and once finalized, she will share this information with him and the other committee members, training providers, and community partners.

4. Update on the Single Mothers Grant

CSBD has enrolled over 80 single moms in the Single Mothers Grant. Some mothers recently completed financial literacy sessions conducted in collaboration with Locality Bank. Financial capability will continue with Consolidated Credit offering one-on-one financial counseling. To meet the specific needs of program participants, the CSBD Quality Assurance Department conducted surveys to identify preferred workshop topics. CSBD is currently finalizing discussions with Henderson Behavioral Health regarding mental health counseling services. Also, CSBD has submitted the first group of resumes to Broward Health in preparation for meaningful paid work experiences. These endeavors reflect a holistic approach to supporting these single mothers on their path to personal and professional success.

Ms. Bryant updated the committee on the performance of the Single Mother's Grant. Our goal is to enroll 100 mothers by September 2024 and we are currently exceeding projected benchmarks.

5. Monthly Performance Report

The current performance for October 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, 2nd in Wagner Peyser EER, and 3rd in Veterans EER.

Ms. Hylton reminded the committee that this report does not include hire information from the Paychecks for Patriots event. Therefore, we won't see the effects of the hires that resulted from this event in this performance report.

6. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 3 percent in October 2023. This rate was 0.4 percentage points higher than the region's year-ago rate. In October 2023, Broward County's unemployment rate was equal to the State's rate. Out of a labor force of 1,121,695, up 43,230 (+4.0 percent) over the year, there were 33,897 unemployed Broward County residents. CSBD A dashboard has been created allowing website visitors to review the current plus historical economic and workforce status of Broward County. The dashboard is a value-added resource allowing businesses and those looking to move to Broward the ability to make data-informed decisions.

Mr. Klincewicz reviewed the unemployment information and provided an overview of the updates to the Broward County Economic Dashboard.

Mr. Shawbell commended the CSBD team on the dashboard and stated that there's a lot of really good information available. Mr. Torres commented that she appreciates that it's all in one place and is easy to find.

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

Ms. Hylton stated that at the request of the Employer Services Committee, we are planning to expand the dashboard to include additional tiles regarding Hospitality, Business Confidence, and Cruise/Port activity. We will be working with our economist, who will meet with experts in the industry to determine what data is regularly available. For Business Confidence, we will use a quarterly employer survey.

ADJOURNMENT 1:33 p.m.

THE NEXT ONE STOP SERVICES COMMITTEE MEETING DATE IS TO BE DETERMINED.