



**Broward Workforce Development Board
Youth Committee
Wednesday, November 6, 2023
12:30 p.m. – 2:00 p.m.**

**Zoom Meeting ID: 89614642186
Zoom Password: 307317
Zoom Call in: 1 646 876 9923**

MEETING MINUTES

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

ATTENDANCE:

Youth Committee Members: Jill Denis-Lay, Rufus James, Traci Schweitzer, Heiko Dobrikow, Dr. Lisa Knowles, and Dawn Liberta, who chaired the meeting.

Staff: Carol Hylton, Ron Moffett, Rochelle Daniels, Mark Klinecicz, Kim Bryant, Javaro Giles, Samantha Vasquez, and Latema King.

Guests: Cara Malave, Patricia Josue, Jaem Dessources, and RaShani Boyton.

At the beginning of the meeting, Committee chair, Dawn Liberta, introduced new committee member, Traci Schweitzer. Ms. Schweitzer is the Circuit Community District Administrator with the Department of Children and Families. Traci stated that she is very excited to be here and to see how she can assist.

APPROVAL OF MINUTES

Approval of the Minutes of the 9/27 Youth Committee meeting.

On a motion by Rufus James and seconded by Heiko Dobrikow, the Youth Committee unanimously approved the minutes of the 9/27 meeting.

PRESENTATIONS

Jaem Dessources, participant, presented on his positive experience in the WIOA Youth program. He is currently a student at The Academy of South Florida pursuing several IT certifications in their Information Technology Professional Program and is also enrolled in a paid work experience at the CSBD Central One Stop Center, providing technical support and customer service assistance. Jaem thanked CSBD staff for assisting him in achieving his academic and career goals.

NEW BUSINESS

1. Request for Proposals (RFP) for WIOA Youth Providers

Considered the approval to allow flexibility in serving ISY and OSY for providers serving both categories of youth under the new RFP to be released. CSBD will be releasing an RFP for OSY and ISY services as there are no renewals remaining for the OSY contracts and only one renewal remaining for the ISY contracts. This will place OSY and ISY contracts on the same schedule. The RFP will encompass the WIOA 14 elements as required by the statutes. Currently, FloridaCommerce has a waiver allowing local areas to divide youth funds 50/50 for ISY and OSY as opposed to the 25/75 allocation of funds required by the statute. If the waiver continues, it is recommended that flexibility in the ratio of expenditures and numbers of youth served be incorporated into the RFP for providers serving both ISY and OSY.

Ms. Daniels explained that the number of renewals available under the current RFP for OSY has come to an end and to put everyone, OSY and ISY, on the same schedule, we are requesting to issue a new youth RFP. The RFP will require providers to respond on how they plan to provide the WIOA 14 elements which include things such as case management, tutoring, life skills, and GED.

Ms. Daniels also discussed that the state received a waiver from the Department of Labor which states that allows us to spend 50% on OSY and 50% on ISY. We are requesting approval to allow providers who are serving ISY and OSY the flexibility to shift some of the expenditures as needed, for example, 65% OSY and 35% ISY. We are recommending this because we are required to spend 20% of our funding on work experience as almost every ISY receives paid work experience. This flexibility will help us in meeting this requirement locally.

On a motion by Dr. Lisa Knowles and seconded by Heiko Dobrikow, the Youth Committee unanimously approved the flexibility to allow providers serving both In School and Out of School Youth the ability to adjust funding as needed to 65% OSY and 35% ISY.

2. Youth Committee Meeting Calendar 2024

Considered the approval of the Youth Committee 2024 meeting schedule. We have scheduled 4 meetings for the upcoming year. Meetings are in person. On occasion, if necessary, a committee member can attend via Zoom.

On a motion by Traci Schweitzer and seconded by Jill Denis-Lay, the Youth Committee unanimously approved the Youth Committee Meeting Calendar for 2024.

3. Youth Committee Strategic Planning Matrix Updates

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

Ms. Bryant reviewed the updates to the strategic planning matrix for the committee members. When discussing outreach to the Department of Corrections, Ms. Liberta requested that we explore a relationship with the Department of Juvenile Justice to reach youth prior to them reaching the adult prison system.

Ms. Hylton responded that DJJ was represented on the Youth and One Stop Services committees in the past and that we would look into additional ways to partner.

On a motion by Rufus James and seconded by Heiko Dobrikow, the Youth Committee unanimously approved the updates to the Strategic Planning Matrix.

4. Non-custodial Parent Grant Award

CSBD has received \$772,447 in funds to serve non-custodial parents some of whom may be youth. The purpose of this discretionary grant is 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 justice-involved youth, and CSBD is following up with various agencies within the Justice System. However, there are some challenges. These funds are not tagged for ISY and OSY and can be used for youth and adults. The committee members were asked to provide input regarding additional recruitment and outreach strategies for this population.

Ms. Bryant stated that we are faced with a challenge to spend these funds by 6/30/24 and we have already begun outreach to ensure the community is aware that these funds are available to help non-custodial parents who are struggling to meet child support obligations. We have already sent the flyer to the ELC, 211 Broward, CSC, CCB, and the various housing authorities.

Ms. Hylton added that she and board chair, Heiko Dobrikow, created a letter for employers in hospitality and other industries. The letter's purpose was to get the employers on board with the understanding that their employees may be struggling and on child support and we can help them upskill so that they could qualify for better-paying positions within the organization.

The feedback received from the committee members and guests was to share the flyer with the following organizations: WIOA Youth providers, The Funders Forum, ChildNet, Family Success Centers, YMCA, Community-Based Connections, 4Kids, Big Brothers Big Sisters, Faith-based Community, and Family Court.

REPORTS

1. Celebrating Success – HVAC Graduates

As the committee is aware, CSBD runs an OSY program out of the Central location in Oakland Park. There, youth can access a myriad of services, including assessment, support services, scholarships for occupational skills training, and more. We are proud to report that on, 11/3, ten (10) youth are graduating from the HVAC Residential & Commercial Technician program at the South Florida Academy of Air Conditioning. This is the largest collective group of HVAC graduates we've had to date. The youth will also attend a job fair on 11/3 coordinated by the school to help place them into employment. CSBD staff have been working with the graduate's providing employability and work skills so that they find employment quickly.

Ms. Bryant shared the heartwarming success story of 10 youth who began the HVAC program together and graduated together. During the training they developed a friendship and supported each other through the training. We held a small celebration to congratulate them on their

accomplishment at Central One Stop Center. The event was attended by representatives from the school, their success coaches, parents, and the CSBD Executive team.

The committee members viewed a slideshow of photos from the event.

Ms. Bryant stated that during the event, one of the youth spoke about how grateful he was and how wonderful his experience was. He shared that he learned about CSBD through a homeless shelter where he was residing at 18 years old.

Ms. Liberta added that at 18 not having permanent housing but still wanting to attend school at such a young age was amazing.

2. Update on WIOA Youth Performance for Program Year 23/24

The Youth Performance report provides the Youth Committee with provider performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. CSBD funds four (4) Out-of-School (OSY) and two (2) In-School Youth (ISY) programs. Programs are on target for the first quarter of the year.

Ms. Bryant highlighted that the youth providers finished the first quarter very strong as they were focused on program enrollment. There are no concerns at this time. Future performance reports will highlight youth outcomes as they relate to training completion and placement at program exit.

3. Youth Career Exploration Event

CSBD, in partnership with the School Board of Broward County (SBBC), is planning a Youth Career Exploration event for 9th and 10th graders. The goal is to inform students about the career opportunities available to them and the skill sets needed so they can select their courses with their future in mind. We have ongoing meetings with SBBC staff, and we are working with their assigned point person regarding the student logistics for the event. We have received some inquiries regarding co-sponsorship, and we will follow up. We have secured the World of Work (WOW) curriculum, at no cost, which has been used very successfully in other states, as well as more recently, in Tallahassee for a similar event. CSBD and SBBC conducted a walkthrough of the venue on 11/1. We are in the process of securing Virtual Realty firms and schools/employers who will provide experiential experiences for the youth. These hands-on activities will be tied to the most in-demand occupational sectors in Broward County 1) Health 2) IT 3) Hospitality 4) Transportation and logistics 5) Aviation 6) Marine 7) Entrepreneurial/Finance 8) Automotive 9) Construction/Manufacturing and 10) Public Service/Government.

Ms. Bryant shared about the research she and her team conducted by attending a similar youth-focused event in Tallahassee which is where the WOW name comes from. The team enjoyed the event so much that we decided to adopt some of the materials and logo for CSBD's event.

Ms. Hylton added that we are still working with the venue to secure a date as the original date we selected would not allow for set up the day before. It looks like it will be sometime in March.

She's going to personally be speaking with Board members to see what they can bring to the event; one board member from the Marine industry will bring nautical equipment or even a boat if the venue allows.

Ms. Liberta stated that she wants to attend and that this event is needed so youth can decide on a career before it is too late.

Mr. Dobrikow stated that it would be interesting if this is an annual event to see how the World of Work changes over time as it relates to automation, robotics, and artificial intelligence. There will be a shift in the labor force and new jobs and types of work will emerge. CSBD will be one of the organizations that can make those introductions and start planting those seeds for the youth in order to build their transferable skills.

Ms. Hylton agreed and hopes that the event will be annual and expand to a two-generation event.

4. Summer Youth Employment Program (SYEP) 2024

The SYEP team has started work on the 2024 summer program. The application portal for youth will go live on 12/8. This year we are recruiting additional private-sector employers to increase the availability of jobs aligned with the youth's interests. Youth will continue to receive employability skills training. New for this year CSBD is incorporating mental health awareness into the work preparation component. This will be followed by an eight-week meaningful summer work experience. The program will begin in June.

Ms. King stated that we have started the planning for the 2024 summer program. We are starting early and informing our community partners and residents in preparation for the application "go-live" date of 12/8.

Ms. Hylton added that we are incorporating mental health awareness into the work preparation component which the youth must complete prior to starting at their assigned worksite.

Ms. Liberta congratulated Ms. King and Ms. Hylton on receiving the additional funding that was provided again this year.

5. Career, Technical, Adult, and Community Education (CTACE) Advisory Board

Carol Hylton, President/CEO has joined a distinguished group of business leaders, community stakeholders, and educators on the Broward County Schools CTACE Advisory Board. The goal of this board is to continue to advance and meet the demands of industry and bridge the gaps for our local businesses and communities.

Ms. Hylton acknowledged this is a natural progression for CSBD as we already work closely with the School Board and CTACE. She believes this will assist us in getting better at understanding each other's struggles and working together to move our students forward.

6. CSBD Acknowledged at the FLITE Center's Annual Heroes Luncheon

The FLITE Center awarded CSBD the Memorial Healthcare System Transition to Independent Living Collaborator of the Year Award, on 10/27 at their Heroes luncheon held at the Signature

Grand. CSBD received this award in partnership with United Healthcare/Optum as both organizations support FLITE's Certified Behavioral Health Technician program.

Mr. Klincewicz updated the committee on the award CSBD received from the FLITE Center. Board members and staff attend the award ceremony. He added that he was honored to accept the award on behalf of CSBD as Ms. Hylton was away at a prescheduled event.

Ms. Liberta extended her congratulations and the committee members applauded CSBD for receiving this well-deserved recognition.

The committee members viewed a slideshow of photos from the event.

MATTERS FROM THE YOUTH COMMITTEE CHAIR: None

MATTERS FROM THE YOUTH COMMITTEE: None

MATTERS FROM THE FLOOR: None

MATTERS FROM THE PRESIDENT/CEO:

Ms. Hylton provided several updates.

She stated that she and Mr. Dobrikow will serve as waiters on 12/1 at the Breakfast for Champions of the Homeless event hosted by the Broward Partnership for the Homeless.

The Save the Date Flyer is out for the upcoming State of the Workforce Breakfast. It will be on 1/24 at 8 a.m. at the Broward County Convention Center. Adrienne Johnston, CareerSource Florida president, will be one of the keynote speakers. CSBD is partnering with Dan Lindblade from the Greater Fort Lauderdale Chamber of Commerce and others from the various chambers for this event.

The annual Paychecks for Patriots hiring event is coming up on 11/8 at the Central Park Recreation Center in Plantation. Over 100 employers have contacted us to participate and over 300 job seekers have pre-registered. Board members are encouraged to stop by and say a few words which will be video recorded. The support of the Board and committee members is always appreciated.

We will be working with our youth providers to increase awareness of the youth services CSBD funds in the community.

ADJOURNMENT 1:53 p.m.

THE NEXT YOUTH COMMITTEE MEETING IS TO BE DETERMINED.