



**Broward Workforce Development Board
Youth Committee Meeting**
Monday, March 18, 2024
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 869 9484 5988
Zoom Password: 754841
Zoom Call-In: +1 646 876 9923

MEETING MINUTES

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

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

ATTENDEES: Heiko Dobrikow, Dr. Lisa Knowles, Traci Schweitzer, and Dawn Liberta who chaired the meeting.

STAFF: Carol Hylton, Kimberly Bryant, Ron Moffett, Mark Klinecicz, Yushika Florence, Rochelle Daniels, and LaTanya Brown.

GUESTS: Cynthia Moreno, Kirk Brown, Robert Sawyer, Christine Frederick, and Laurie Sallarulo.

APPROVAL OF MINUTES

Approval of the Minutes of the 2/6 Youth Committee Meeting.

On a motion by Traci Schweitzer and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the minutes of the 2/6 meeting.

NEW BUSINESS

1. Approval of Work Experience Contracts for Locality Bank

Considered approval of a non-financial 1) adult WIOA work experience contract and 2) a Summer Youth Employment Program (SYEP) contract with Locality Bank. CareerSource Broward is the employer of record. Adult participants are covered by the State's workers' compensation, and summer youth are covered by CSBD workers' compensation. Because Board Member Keith Costello is a partner and Board Chair of the bank, State rules require the governing boards to approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

Kimberly Bryant outlined the provisions of the contracts.

On a motion by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved both Work Experience Contracts for Locality Bank.

2. Accept Funds for the Summer Youth Employment Program (SYEP)

Considered acceptance of \$50,000 from the City of Dania Beach for the SYEP. The funding will serve 11 economically disadvantaged youth, aged 16 - 18 years old, who reside within the legal boundaries of the City of Dania Beach. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience.

Dawn Liberta introduced the item and asked Carol Hylton to review the recommendation.

Carol Hylton explained that this additional funding for the SYEP will provide youth residing in the City of Dania Beach access to the program.

On a motion by Traci Schweitzer and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the acceptance of the funds for the Summer Youth Program from the City of Dania Beach.

3. Accept Donations for the Worlds of Work (WOW) Event

Considered acceptance of \$14,500 that was donated from various organizations, including a number of our board members, to support the 2024 WOW Career Exploration event. CSBD partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/14, where 1,100 9th and 10th graders from 31 high schools across the county were invited to learn about a broad spectrum of career pathways through hands-on and virtual reality immersive exhibits. The 2024 WOW Youth Career Exploration event was made possible by the generous support of our partners, employers, education institutions, and donors.

Carol Hylton indicated the funds will be used to offset the cost of the rental space and provided an overview of the event. She explained that employers had the opportunity to bring various jobs within their industries to life for the youth through demonstrations and hands-on experiences. She informed the committee that the youth received a bookbag that contained a WOW program book, which provided information that they could share with their family, including a QR code linking to additional resources and information for the different career paths. Ms. Hylton reviewed the list of donors who generously supported this immersive career exploration event for our youth.

Mark Klinecicz, who led the event's coordination, shared some photos from the event. He reported that the School Board, our partner in the event, as well as the youth and exhibitors, provided positive feedback.

Traci Schweitzer indicated that she attended and was very impressed with the scope and organization of the event.

Dawn Liberta echoed these sentiments, affirming that the event was truly remarkable. She praised everyone involved and commended the team for their excellent work.

Heiko Dobrikow also lauded the event, expressing his enjoyment of the storytelling aspect highlighting various careers and how they successfully sparked interest in the youth. He commended the effective execution of the event and praised the venue and setup.

Ms. Hylton thanked the committee members for attending the WOW event and for their kind words. She informed everyone that next year, they may consider a two-generation approach, with the first day dedicated to youth and the second day to their parents and caregivers.

On a motion by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved the acceptance of the \$14,500 in funds donated to the WOW event.

4. School Board of Broward County Youth Contracts for Out-of-School and In-School Youth

Considered approval of entry into contracts with the School Board of Broward County (SBBC) to serve 1) 135 Out-of-School Youth (OSY) for \$525,000 and 2) 50 In-School youth (ISY) for \$200,000 in accordance with the recommendation of the Youth Review Committee. Proposals were submitted in response to an RFP released on 1/16 for OSY and ISY providers. The Review Committee met on 3/12 to evaluate the proposals. Additional proposals were received and the recommendations are addressed further in the agenda. Staff advised the Review Committee that the funding levels for youth are anticipated to be lower next year because the youth carry forward has been expended. After rating and ranking the proposals, the Review Committee requested that staff contact the proposers to address the program funding. Staff spoke with the SBBC, and they agreed with the amounts. If approved, the contract will be funded for one year and renewable for 4 additional 1-year periods. Because Board Member Dr. Peter Licata is employed with the Broward County Public Schools; State rules require the governing boards to approve this item by 2/3 of the established quorum after a conflict has been declared at the Board meeting.

Rochelle Daniels reviewed the procurement process, including the RFP, the Review Committee process, and the recommendations. She also discussed what the contracts' terms would be should the Board approve the funding recommendations.

On a motion by Traci Schweitzer and seconded by Dawn Liberta, the Youth Committee unanimously approved the School Board of Broward County Youth Contracts for Out-of-School and In-School Youth.

5. Approval of Contract Recommendations for OSY and ISY Providers

Considered approval of entry into contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY. Proposals were submitted in response to an RFP released on 1/16 for OSY and ISY providers. The Review Committee met on 3/12 to evaluate the proposals. Staff advised the Review Committee that the funding levels for youth are anticipated to be lower next year because the youth carry forward has been expended. After rating and ranking the proposals, the Review Committee requested that staff contact the proposers to address the funding for the programs. Staff spoke with all the proposers, and they agreed with the amounts as recommended. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods.

Rochelle Daniels provided an overview of each of the providers and their proposals. She then reviewed the RFP and Review Committee process with the members. She also discussed what the contracts' terms would be should the Board approve the funding recommendations.

Dawn Liberta, Dr. Lisa Knowles, and Traci Schweitzer all commended the staff for their excellent work in reviewing the proposals, providing staff comments, and preparing materials for the Review Committee meeting. They each expressed their appreciation to the providers for submitting proposals and for their contributions to the community.

On a motion by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved the contract recommendations for OSY and ISY Providers.

6. Final Updates to the Youth Committee Strategic Planning Matrix for PY 23/24

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

Kimberly Bryant reviewed the final updates to the Youth Committee strategic planning matrix for the program year 23/24. There was no further discussion.

On a motion made by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee approved the final updates to the Youth Committee Strategic Planning Matrix for PY 23/24.

REPORTS

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

This Youth Performance report provided 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.

Kimberly Bryant reviewed the youth provider's performance updates with the committee. There was no further discussion.

MATTERS FROM THE YOUTH COMMITTEE CHAIR:

None.

MATTERS FROM THE YOUTH COMMITTEE:

None.

MATTERS FROM THE FLOOR:

Laurie Sallarulo thanked the Committee Members and staff for their consideration of Junior Achievement's ISY proposal and for CSBD's partnership. Dawn Liberta thanked Ms. Sallarulo for having an amazing youth program.

Cynthia Moreno, CEO of Harmony Development Center, expressed her appreciation for the opportunity to serve OSY and stated that they are excited to begin working with CSBD.

MATTERS FROM THE PRESIDENT/CEO:

Carol Hylton shared that the Planning Session for Board Members is coming up on April 25, 2024. She informed the committee that some of our community partners have been invited, including Joe Cox, President and CEO of the Museum of Discovery and Science, and Germaine Smith-Baugh, President and CEO of the Urban League of Broward County.

Ms. Hylton stated that CSBD staff and board members will be attending the National Association of Workforce Boards (NAWB) Conference in Washington, D.C.

Lastly, Ms. Hylton provided an update on the progress being made toward developing four, potentially five, career pathway informational videos aimed at both youth and adults. She informed the committee that there will be one video per each of the targeted industries 1) manufacturing 2) marine 3) information technology 4) healthcare and, if funding allows 5) aviation.

ADJOURNMENT – 1:06 p.m.

<p>THE NEXT YOUTH COMMITTEE MEETING IS MONDAY; JUNE 24, 2024.</p>
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