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**Broward Workforce Development Board  
Youth Committee  
Monday March 27, 2023  
12:30 p.m. – 2:00 p.m.**

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**Zoom Meeting ID: 833 1915 0778  
Zoom Password: 758814  
Zoom Call in: 1 646 876 9923**

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## **MEETING MINUTES**

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

### **ATTENDANCE:**

**Youth Committee Members:** Rufus James and Dawn Liberta, who chaired the meeting.

**Staff:** Ron Moffett, Rochelle Daniels, Yushika Florence, Latema King and Michell Williams.

**Guests:** None

### **APPROVAL OF MINUTES**

N/A First Meeting.

Mr. Moffett shared that Ms. Hylton, along with board members and CSBD staff were attending the NAWB conference in Washington, D.C.

### **NEW BUSINESS**

#### **1. PY 23/24 School Board of Broward County (SBBC) Out-of-School Contract Renewal**

Considered approving 1) the renewal of the SBBC out-of-school youth contract for PY 23/24 not to exceed \$615,185 subject to negotiation and 2) an increase of 20% to account for staff wage and benefit increases. The number of youth served will be the same as last year, up to 135. This was the 4th and final renewal under the current contract. Because SBBC was represented on the BWDB, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

Mr. Moffett stated recruitment started slow but has improved and we are satisfied with their performance.

Ms. Liberta asked if SBBC was having trouble because of all the changes. Mr. Moffett replied that we were coming out of the pandemic, which had affected recruitment efforts.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved renewing the School Board of Broward County out-of-school contract for PY 23/24.**

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## 2. PY 23/24 Navigator Out of School Youth (OSY) Contract Renewals

Considered approval of the PY 23/24 contract renewals for three Navigator contracts, 1) Helping Advance and Nurture the Development of Youth (HANDY) for up to \$156,900 2) The Fort Lauderdale Independent Training and Education (FLITE) Center for up to \$257,947 3) The Center for Independent Living, Broward (CILB) for up to \$67,662 and 4) which included increases of 20% to account for staff wage and benefit increases subject to negotiation. The number of youth to be served by each provider was the same as last year.

Mr. Moffett stated the navigators provide wraparound employment services to youth who are already receiving services in other programs with the providers.

Ms. Liberta stated she fully supported the idea of having navigators imbedded with some of our community partners as it works well for the youth to receive employment services.

**On a motion by Dawn Liberta and seconded by Rufus James, the Youth Committee unanimously approved the renewal of the HANDY, FLITE, and CILB navigator out of school youth contracts for PY 23/24.**

## 3. PY 23/24 SBBC In-School Youth Contract Renewal

Considered approval of 1) the renewal of the SBBC in-school youth contract for PY 23/24 not to exceed \$360,000 subject to negotiation and 2) which included an increase to the number of youth to be served from 50 to 100 youth as USDOL has granted the state a waiver allowing us to spend up to 50% of our youth funds on in-school youth. The contract targets youth in their senior year providing them with employability skills and a work experience related to their career interests. As this year's program started in January, the current performance was unavailable. Because SBBC was represented on the BWDB, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

Mr. Moffett explained that the ISY contract started in January and provides after school career exploration and work experience to seniors who are on track to graduate.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved renewing the SBBC in-school youth contract for PY 23/24.**

## 4. PY 23/24 Junior Achievement of South Florida (JASF) In-School Contract Renewal

Considered approving 1) the renewal of the JASF in-school youth contract for PY 23/24 not to exceed \$300,000 subject to negotiation and 2) an increase to the number of youth to be served from 25 to 50 youth as USDOL granted the state a waiver which allows us to spend up to 50% of our youth funds on in-school youth. The contract targets youth in their senior year providing them with employability skills and a work experience related to their career interests. As this year's program started in January, the current performance is unavailable.

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Mr. Moffett introduced this item and reviewed the scope of work for the contract with the committee.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved renewing the JASF in-school youth contract for PY 23/24.**

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

Considered the acceptance of an additional 1.4 million from the Children's Services Council of Broward to increase the number of youth that could participate in the SYEP. The funding would be used to serve up to an additional 280 economically disadvantaged youth ages 16-18 years old in the 2023 SYEP. The SYEP would provide each youth with three days of employability skills training and an eight-week meaningful summer work experience.

Ms. Liberta shared that Ms. Hylton attended and presented at the CSC Board meeting on the SYEP and that Board members of CSC wanted to provide more youth with the opportunity to participate in the SYEP, so CSC awarded an additional \$1.4 million.

Mr. James asked the ages of the youth who are eligible for the program, and Ms. Liberta replied 16-18 years of age.

Ms. King shared that the application portal closes this Friday, and she had over 2,000 applicants.

Ms. Liberta asked if CSC offering the additional 1.4 million would be overwhelming. Ms. Daniels responded CSBD was excited that we could enroll more youth to participate in the program.

Ms. Daniels stated CSBD was also supplementing the SYEP with TANF funds and receive funds sporadically from different cities and municipalities.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved accepting an additional 1.4 million from the Children's Services Council of Broward for SYEP.**

**6. Accept Funds for the SYEP**

Considered the acceptance of \$100,000 from the Community Foundation of Broward to serve an additional 20 economically disadvantaged youth ages 16-18 in the 2023 SYEP. The SYEP would provide youth with three days of employability skills training and an eight-week meaningful summer work experience.

Mr. Moffett stated that CSBD staff attended the ALICE Summit, where they announced CSBD's award of \$100,000 for the SYEP.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved accepting \$100,000 from the Community Foundation of Broward for the SYEP.**

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## 7. Youth Committee Meeting Calendar for 2023

Considered approving the Youth Committee 2023 calendar meeting schedule. These meetings would be hybrid. Attendees would have the option of attending in person or virtually by using Zoom.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved the 2023 Youth Committee meeting calendar.**

## 8. Implementation of Career Awareness for Youth 14 – 16

Considered approving the career awareness initiative with a budget up to \$100,000. This initiative for youth ages 14 – 16 would educate in-school youth in our target areas, regarding one-stop and CSBD services, and introduce youth at an earlier age to career options. This will also help to establish a pipeline for youth to utilize our resources when seeking training or employment. This would be funded with TANF funds to the extent they are available to prevent individuals from needing TANF.

Mr. Moffett stated this initiative will assist with creating talent pipelines in Broward County. As a best practice, this initiative will reach younger youth and allow them to explore a broad range of occupations.

Ms. Daniels added the idea is to bring career awareness to the youth when they are young, and inform them about the resources available so that they would already know about these opportunities when they graduate.

Mr. James shared a personal youth success story in aviation and agreed that career awareness would be great for youth at an earlier age.

**On a motion by Rufus James and seconded by Dawn Liberta, the Youth Committee unanimously approved a budget of up to \$100,000 for the career awareness initiative for youth ages 14-16.**

## REPORTS

### 1. Summer Youth Employment Program (SYEP) Update

The SYEP youth application portal opened on 12/19 and closes on 3/31. CSBD has already received over 2,000 applications. SYEP preparation activities included 1) Youth intake and enrollment 2) Recruiting additional employer worksites and conducting site visits and 3) starting to match the youth to the available positions. The program starts on 6/12 with a three-day orientation and workshops for employability skills. Youth would start working at their assigned workplaces on 6/20.

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Ms. King shared that she was conducting the onboarding process for SYEP and employer recruitment. With the additional funding, she's conducting interviews for onboarding and hiring more staff for the summer.

**MATTERS FROM THE YOUTH COMMITTEE CHAIR:**

Ms. Liberta shared that child abuse awareness month was coming up in April, and that she would be hosting an event at the DCF office on Commercial Blvd. on 4/14/23, and she would email Mr. Moffett the flyer to send out to our partners for everyone to attend.

Ms. Liberta announced that automatic re-determination for Medicaid was ending. Letters have already started to go out to families from DCF, and she has had multiple conversations and meetings to help get the word out into the community. DCF wants to ensure families know that this is happening and that there are other options in case they're not eligible.

**MATTERS FROM THE YOUTH COMMITTEE:** None

**MATTERS FROM THE FLOOR:** None

**MATTERS FROM THE PRESIDENT/CEO:**

Ms. Daniels reminded everyone of the meet & greet at the Riverside Hotel on April 13, at 5:00 p.m.

**ADJOURNMENT** 1:07 p.m.

**THE NEXT YOUTH COMMITTEE MEETING IS TO BE DETERMINED.**