



Broward Workforce Development Board
One-Stop Services Committee
Wednesday, June 5, 2024
2:00 p.m. – 3:00 p.m.

Zoom Meeting ID: 730 243 5583
Zoom Password: 223498
Zoom Call-In: 1 646 876 9923

MEETING MINUTES

CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309

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

ATTENDEES: Marjorie Walters, Heiko Dobrikow, Tara Williams, Cynthia Sheppard, Felipe Pinzon, Melida Akiti, and Rick Shawbell, who chaired the meeting.

STAFF: Carol Hylton, Kimberly Bryant, Ron Moffett, Mark Klineciewicz, Rochelle Daniels, Kaminnie Kangal, and LaTanya Brown.

APPROVAL OF MINUTES

Approval of the Minutes of the 5/7 One-Stop Services Committee meeting.

On a motion made by Heiko Dobrikow and seconded by Marjorie Walters, the One-Stop Services Committee unanimously approved the minutes of the 5/7 meeting.

NEW BUSINESS

1. WIOA Work Experience Contract Approval for Broward Health

The committee considered approval of a WIOA Adult and Dislocated Worker Work Experience (WEX) contract with Broward Health through 6/30/26. Healthcare is one of our targeted industries. WEX contracts are non-financial, as CSBD is the employer of record. Because Board member Shane Strum is employed by Broward Health, this recommendation will require a 2/3 vote of the BWDB members present once a quorum has been seated at a Board meeting.

Kimberly Bryant presented the item and reviewed the recommendation.

On a motion made by Rick Shawbell and seconded by Heiko Dobrikow, the One-Stop Services Committee unanimously approved a WIOA Adult and Dislocated Worker Work Experience (WEX) contract with Broward Health through 6/30/26.

2. WIOA WEX Contract Approval for the Las Olas Company, Inc.

The committee considered approval of a WIOA Adult and Dislocated Worker WEX contract with the Las Olas Company, Inc. (LOC), the parent company of the Riverside Hotel, through 9/30/26.

Participants will be placed in positions such as front-of-house representatives, guest services associates, dining support, and maintenance engineers. WEX contracts are non-financial, as CSBD is the employer of record. Because Board Chair Heiko Dobrikow, is employed by the LOC, this recommendation will require a 2/3 vote of the BWDB members present once a quorum has been seated at a Board meeting.

Kimberly Bryant presented the item and reviewed the recommendation.

Heiko Dobrikow declared a conflict of interest as he is employed by the Las Olas Company, abstained from the vote, and completed a conflict-of-interest form at the meeting.

On a motion made by Rick Shawbell and seconded by Felipe Pinzon, the One-Stop Services Committee unanimously approved the WIOA Adult and Dislocated Worker WEX contract with the Las Olas Company, Inc. through 9/30/26.

3. Addition of New Courses for Existing Training Provider Florida Atlantic University

Considered approval of two (2) training programs at Florida Atlantic University (FAU) to the WIOA Individual Training Account (ITA) list 1) CompTIA A+ Certification and 2) CompTIA A+, Network+, and Security+ Certification. CSBD reviewed the applications for completeness to ensure that Board mandated criteria are met for the training programs and related occupational titles. Because Board member Dr. Stacy Volnick is employed by FAU, this recommendation will require a 2/3 vote of the BWDB members present once a quorum has been seated at a Board meeting.

Kimberly Bryant presented the item and reviewed the recommendation. There was no further discussion.

On a motion made by Rick Shawbell and seconded by Felipe Pinzon, the One-Stop Services Committee unanimously approved the addition of two FAU programs to the WIOA Individual Training Account List 1) CompTIA A+ Certification and 2) CompTIA A+, Network +, and Security + Certification.

4. PY 24/25 Preliminary Budget

The Program Year (PY) 24/25 preliminary budget reflects an overall decrease in the State allocation and carry forward of 17.4% for a total of (\$3,395,425). The total amount of PY 24/25 formula and carry forward is projected to be \$16,127,619 as compared to \$19,523,044 in PY 23/24. The budget continues to emphasize investments in customer training and getting the unemployed back to work and it aligns with WIOA and achieving Board strategic initiatives and key business results. CSBD recommends acceptance and approval of the preliminary PY 24/25 budget.

Carol Hylton reviewed the preliminary budget with the members. During the presentation, Carol Hylton highlighted the strategies to address the reduction in funding. She indicated that we manage our vacancy fill rate throughout the year and only fill positions when necessary.

We also plan to publish an RFQ for our marketing services to create a vendor list for services when needed instead of obligating funds with 2 vendors as we did this year.

Carol Hylton informed the members that we have added a new youth provider, Harmony Development Center.

She explained that our dedicated grants like Get There Faster and Florida Healthcare are training grants we can utilize to provide scholarships for our customers, which can offset the reduction in our WIOA training funds. Administrative costs are still capped at 9% per the governing Board's directive.

Rick Shawbell thought that it was a wonderful presentation and very thorough. He also noted that even though the Committee knew that we were going to have less carry forward, he is pleased at how the budget has been adjusted to achieve the boards goals.

On a motion made by Rick Shawbell and seconded by Heiko Dobrikow, the One-Stop Services Committee unanimously approved the preliminary budget for program year 24/25.

5. One-Stop Services (OSS) Committee Strategic Planning Matrix PY 24/25

On 4/25, the Board held its annual planning meeting. At the meeting, two separate workgroups discussed and made recommendations for the upcoming year. The Board approved these recommendations at the 5/23 meeting and staff has distributed the recommendations amongst Board committees. The goals and objectives are tracked by each committee in the form of a strategic planning matrix. The proposed PY 24/25 matrix was presented for the committee's review. Considered the 1) approval the matrix and 2) assigning CSBD staff to develop the next steps and benchmarks and bring updates to the committee.

Kimberly Bryant presented the item and reviewed the proposed objectives that have been assigned to the committee.

Rick Shawbell indicated that he has already begun to receive calendar invites for the upcoming events as listed in the Matrix. He's thrilled at how we are keeping the community that we serve and our partners abreast of what we have going on.

Heiko Dobrikow encouraged the Committee to re-read the objectives and provide any next-step suggestions to staff.

Rick Shawbell concurred with Heiko Dobrikow and encouraged the committee's input. He reiterated that the Committee assigns the staff with coming up with the next steps and it would be nice for the staff to receive some ideas to help in the development of the benchmarks. The feedback that the Committee provides, will help to flesh out the next steps and the staff would greatly appreciate it.

Felipe Pinzon agreed that this is a great idea and would like to offer some feedback. He asked what is the timeline for completing the next steps.

Carol Hylton shared that by the next meeting, the matrix will be fleshed out more, but it is a living document. We can always add benchmarks, provide updates, and add to the matrix throughout the year at the committee's discretion. Felipe Pinzon thanked Carol Hylton for the response.

On a motion made by Rick Shawbell and seconded by Heiko Dobrikow, the One-Stop Services Committee unanimously approved 1) the One-Stop Services Committee Strategic Planning Matrix for PY 24/25 and 2) assigning CSBD staff to develop the next steps and benchmarks and bring updates to the committee.

REPORTS

1. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 3.1 percent in April 2024. This rate was 0.7 percentage points higher than the region's year-ago rate. In April 2024, Broward County's unemployment rate was 0.1 percentage point lower than the State's rate. Out of a labor force of 1,095,618, up 18,549 (+1.7 percent) over the year, there were 33,772 unemployed Broward County residents. The Dashboard is a value-added resource, allowing businesses the ability to make data-informed decisions.

Mark Klinecicz presented the item.

Heiko Dobrikow shared that during the recent Employer Services Committee meeting, they reviewed the Dashboard and encouraged members to review it. He indicated that he received a beautiful business sentiment survey from Florida, highlighting how the county is doing. He further indicated that in a recent study, only six states have a positive enrollment trend and are all places where people are migrating.

He also indicated there are several workforce-related dashboards out there and recommended that our economist review them to see if they would provide us with additional information that merits adding to our Dashboard. He would like our Dashboard to be a one-stop shop for all dashboard information.

Heiko suggested we reach out to Sandy Michael McDonald at Broward County to determine if the county also has any data points to add to the CSBD dashboard.

MATTERS FROM THE ONE-STOP SERVICES COMMITTEE CHAIR

None.

MATTERS FROM THE ONE-STOP SERVICES COMMITTEE

Tara Williams shared that the Broward County Human Services Department has made some changes. They are working with the Broward Municipal Services District, which is the unincorporated part of Broward. The focus is on how to bring services to that community. She has a new staff member assigned to this area. Tara Williams would like for us to connect with her to share information.

Carol Hylton expressed her support and asked if Tara would provide the contact information for her new hire. We would be happy to arrange a tour of our centers so they can meet with our staff and learn about the wealth of services we can provide in the community.

MATTERS FROM THE FLOOR

Rick Shawbell thanked the staff and Committee members for accommodating this date and time for the meeting.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton asked Ron Moffett to share information about his recent participation at the Hispanic Unity Bridge to the Future event. Ron Moffett stated that he was part of a panel moderated by Maria Hernandez from United Way at the event, where they addressed workforce issues. Ron said it was an excellent opportunity for him to showcase the services CSBD has to offer and thanked Felipe Pinzon for including him as a panelist.

Felipe Pinzon thanked Ron for coming and stated that he is looking forward to an even better partnership. He would like the Hispanic community to get better jobs, and he could not think of a better partner for this venture than CSBD.

Carl Hylton shared that SYEP begins on 6/12. We will kick off with three days of employability skills training. There will be about 1,300 students in the program this summer. She thanked Tara Williams and all who work with Broward County for the additional funding we recently received.

Ms. Hylton announced that we have a Manufacturing Forum tomorrow at 8 a.m. that will bring together employers and educational partners to discuss the skills gaps in this industry.

Our Healthcare Forum is coming up on 6/18. Being conveners is an important aspect to being a workforce board.

ADJOURNMENT – 02:46 p.m.

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| <p>THE NEXT ONE-STOP SERVICES COMMITTEE MEETING IS ON AUGUST 6, 2024.</p> |
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