



Broward Workforce Development Board
Ad Hoc Organizational Resources Committee
Monday, November 13, 2023
12:00 p.m. – 1:30 p.m.

Zoom Meeting ID: 884 0606 3088
Zoom Password: 050379
Zoom Call-In: +1 646 876 9923

MEETING MINUTES

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

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

ATTENDEES IN-PERSON: Zac Cassidy and Kevin Kornahrens, who chaired the meeting.

ATTENDEES VIA ZOOM: Pam Sands, Heiko Dobrikow.

STAFF: Carol Hylton, Ron Moffett, Rochelle Daniels, and Samantha Vazquez.

APPROVAL OF MINUTES

Approval of the Minutes of the 3/24/23 Ad Hoc Organizational Resources Committee (ORC) meeting.

On a motion made by Zac Cassidy and seconded by Heiko Dobrikow, the ORC unanimously approved the minutes of the 3/24 committee meeting.

NEW BUSINESS

1. Membership Renewals

Considered the renewal of BWDB members whose terms will expire in January 2024 and who are eligible for renewal for an additional two years. The fourteen (14) members being recommended for renewal are 1) Dr. Ben Chen 2) Paul Farren 3) Cynthia Gaber 4) Michael Goldstein 5) Rufus James 6) Dr. Lisa Knowles 7) Kevin Kornahrens 8) Dawn Liberta 9) Felipe Pinzon 10) Jim Ryan 11) Mark Schaunaman 12) Cynthia Sheppard 13) Shane Strum and 14) Marjorie Walters. The CSBD Council of Elected Officials appoints board members following a recommendation from the Board.

Kevin Kornahrens presented the item.

Carol Hylton emphasized that Michael Goldstein, Felipe Pinzon, Mark Schaunaman, and Shane Strum were actually appointed in 2022, but at that time, they were appointed into the seat of the person they were replacing, so they are serving out the remainder of that person's term.

For the record, Ms. Daniels explained that there is no conflict of interest needed for Kevin Kornahrens.

On a motion made by Zac Cassidy and seconded by Heiko Dobrikow, the ORC unanimously approved the renewal of BWDB members whose terms will expire in January 2024 and who are eligible for renewal for an additional two years.

2. Clarification of Match for the Employee Deferred Compensation Plan

Considered approval of a clarification to the match for the employee deferred compensation plan. In 2021 as a part of the overall review of employee compensation and benefits, it was recommended that CSBD match employee contributions to the deferred compensation plan “dollar for dollar”. At that time the allowable match was \$10,250, and this figure was a part of the motion and reported as such in the minutes. Since then, the IRS has increased the cap for the allowable contribution, so now instead of employees receiving a “dollar for dollar” match, they are being matched at 82%. To fulfill the original intent of the governing boards a clarification that the intent was to match “dollar for dollar” is requested. In the future when the IRS raises the cap for contributions, we would be able to increase the match for CSBD and one-stop (ISG) staff.

Kevin Kornahrens presented the item and went over the recommendation.

Pam Sands asked if this was just in reference to full-time staff and not those that are employed through the temporary agency. Carol Hylton clarified that this includes all CSBD and ISG staff, with the exception of State staff.

Ms. Sands asked if it would be possible to forecast the impact of this increase and if the cost would go over administrative expenses. Ms. Hylton stated that the cost would not go over our cap for administration as not all staff are contributing to the deferred compensation plan.

On a motion made by Heiko Dobrikow and seconded by Pam Sands, the ORC unanimously approved clarification that the intent was to match “dollar for dollar” to the match for the employee deferred compensation plan.

3. 2024 Stop-Loss Coverage

Considered approval of the purchase of Stop-Loss coverage for the CSBD self-insurance health policy from Sirius Point America at a cost of \$197,200 based on our current census. This insurance caps payouts in the event of claims in excess of \$75,000 per individual and includes a pharmacy cap for employees. A Request For Proposals was issued in October for 2024 coverage and allows for three (3) renewals depending upon the reasonableness of the increase if any. We received two quotes. One from Benecon Insurance who declined to quote and the other was from Sirius Point America Insurance Company, offering the same rates as our current carrier. American Fidelity, our current carrier is no longer offering Stop-Loss coverage.

Kevin Kornahrens presented the item.

Carol Hylton added that Sirius Point America provides the same coverage at no additional cost.

On a motion made by Zac Cassidy and seconded by Heiko Dobrikow, the ORC unanimously approved the purchase of Stop-Loss coverage for the CSBD self-insurance health policy from Sirius Point America at a cost of \$197,200 based on our current

census. This insurance caps payouts in the event of claims in excess of \$75,000 per individual and includes a pharmacy cap for employees.

REPORTS

1. All BWDB Officers Will be Entering the 2nd Year of their Term in January 2024

In the past, we would present a slate of Officers annually. The updated By-Laws approved by the governing boards align with the REACH Act, which provides for officers to serve 2-year terms. Our current officers will continue in their offices for the upcoming year, which will be the second year in their positions. A new slate will be presented next fall with the officers selected taking their seats in January of 2025.

Carol Hylton presented the item. There was no further discussion.

2. Compensation Study

Pursuant to the Governing Board's approval in 2021, CSBD is to conduct a compensation study every other year. In early 2024, CSBD will procure a compensation study for the Board's consideration.

Carol Hylton informed the committee members that the study will only apply to CSBD and ISG staff and does not include State staff. Any recommendations will be presented to the Committee for their consideration in advance of preparing the budget for PY 24/25.

3. State Office Closure During the Holiday

The State is closing its offices on 1) 11/22, Wednesday 2) 12/26, Tuesday 3) 12/29, Friday and 4) 1/2/24, Tuesday. This is in addition to the regular Holiday schedule approved by the governing boards. As two of our centers are state buildings and will be closed, we reached out to Council Chair, Commissioner Tim Ryan and Board Chair, Heiko Dobrikow and they approved closing all of our offices for those days. There is little to no traffic in the one-stop centers at those times and our major education partners are all off during that time of year. In accordance with the Master Agreement, we will notify the state of the office closures.

Carol Hylton presented the item.

MATTERS FROM THE ORGANIZATIONAL RESOURCES COMMITTEE CHAIR

None

MATTERS FROM THE ORGANIZATIONAL RESOURCES COMMITTEE

None

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton discussed the Annual State of the Workforce Breakfast scheduled for January 24th. President of CareerSource Florida, Adrienne Johnston, will be one of the keynote speakers. There will be preliminary meetings with the chamber presidents to discuss expanding the scope of the event. to showcase CSBD services, such as providing labor market information, OJT, and work-based training. Mr. Dobrikow added that the Broward Council of Chambers is partnering on the event.

Ms. Hylton discussed the success of the Paychecks for Patriots event which was held on 11/8 and had the largest attendee turnout to date. Over 100 employers, 15 to 20 community partners, and over 500 job seekers participated. Eight local elected officials were in attendance including Commissioner Steve Geller, Commissioner Michael Udine, Plantation Mayor Nick Sortal, Lauderhill Mayor Ken Thurston. Representative Lisa Dunkley's aide and US Senator Marco Rubio's aide were also in attendance and provided a welcome letter discussing the importance of the event. BWDB members attended as well, including Heiko Dobrikow, Zac Cassidy, and Rick Shawbell. Mr. Dobrikow expressed congratulations on the success of the event and particularly praised the CSBD staff that coordinated the event. She emphasized that there would have been even more representatives in attendance if it had not been for an emergency legislative session in Tallahassee.

Ms. Hylton informed the members that Commissioner Steve Geller will be presenting a proclamation on 11/14 at the Broward County Commission meeting to support Apprenticeship Week.

Ms. Hilton discussed the World of Work experiential event for 9th and 10th graders. She stated that she will be meeting with the President of Broward College to discuss their involvement in the event in addition to the School Board. She added that our Business Relations team is working with employers from 9 in-demand industries to showcase their occupations for the youth.

Ms. Hylton indicated that the summer youth employer portal went live a bit earlier than usual to ensure that we have sufficient employers to accommodate the additional youth we will enroll due to the \$1.4 million in funds we received from Children's Services Council.

Lastly, Ms. Hylton highlighted the volunteer work done by CSBD staff in the community.

By way of example, she informed the Committee that CSBD staff participated in a Breast Cancer walk and will be at the 12th annual Thanksgiving Holiday Mobile-Food Distribution Event being held next weekend

ADJOURNMENT: 12:38 pm

THE NEXT ORGANIZATIONAL RESOURCES COMMITTEE MEETING IS TO BE DETERMINED.
