
MINUTES

BROWARD WORKFORCE DEVELOPMENT BOARD, INC. & CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

Partnership Meeting #216

Thursday, May 23, 2019

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

The Committee is reminded of conflict of interest provisions. In declaring a conflict please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

Attendees: Commissioner Tim Ryan (via phone), Mayor Josh Levy (via phone), Gary Arenson, (via phone), Michael Carn (via phone), Dr. Gertrudis Perez-Dusek (via phone), Cynthia Sheppard (via phone), Dr. Steve Tinsley (via phone), Gina Alexis, Kristen Cavallini-Soothill, Dr. Ben Chen, Dr. Mildred Coyne, Heiko Dobrikow, Paul Farren, Dr. Lisa Knowles, Francois Leconte, Dawn Liberta, Ismael Martinez, Sam Robbin, Jim Ryan, Pam Sands, John Simmons, Enid Valdez, Marjorie Walters

PLEDGE OF ALLEGIANCE

Mason Jackson introduced Christine Azor, CSBD, Sr. Vice President of Finance.

MISSION MOMENT

Aura Hayles Thomas, previous WTP customer, provided the mission moment.

PRESENTATION TO THE BOARD

There were two presentations 1) President Gregory Haile and Dr. Mildred Coyne, of Broward College gave a presentation on Broward UP and 2) Pam Sands, Director, Supplier Engagement & Services Lead AMER/EMEA, of KellyOCG gave a presentation on the Gig Economy as requested by the Board.

Enid Valdez inquired if Broward College and Broward County Public Schools could partner as an organization to bridge these conduits to assist with food stamps and transportation. Dr. Gregory Haile responded yes.

Heiko inquired how Broward College and CSBD can partner and map the zip codes and help with transportation. Mason Jackson responded that we are currently working with the Broward County Transit to make them aware of the transportation needs within those zip codes.

Mayor Levy thanked Broward College for all their efforts with working with city municipalities. Mayor Levy inquired where we would go from here. President Haile stated that an MOU will be presented to him.

Pam Sands, Director, Supplier Engagement & Services Lead AMER/EMEA, of KellyOCG gave a presentation on the Gig Economy.

Pam Sands stated that 65% of global talent managers are already using gig talent, and consider it the new normal. Ms. Sands noted that 97% of organizations utilizing free agents report satisfaction.

APPROVAL OF MINUTES

Approval of the minutes of the April 25, 2019 Broward Workforce Development Board/CareerSource Broward Council Partnership Meeting #215.

A motion to approve the minutes of the April 25, 2019 BWDB Partnership/CareerSource Broward Council meeting #215 was made by Francois Leconte and seconded by Kristen Cavallini-Soothill. The Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the April 25, 2019 minutes.

CONSENT AGENDA

Consent Agenda items are items that may not need individual discussion and may be voted on as one item. Any member wishing to discuss an item may move to have it considered individually.

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Pam Sands and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of May 23, 2019.

1. Monthly Performance Report

The current performance for the month of March is provided. This month's data reflects that within the Big 7 Regions CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st in WP and Vets EER and ranks 2nd in WTP All Family Participation Rate and 3rd in WTP Two Parent Participation Rate.

2. BWDB Committee Summary

Summary of actions taken at the following meeting:

One Stop Services Committee – 5/7/19

Executive Committee – 5/13/19

REGULAR AGENDA

These are items that the Council and Board will discuss individually in the order listed on the Agenda. Individuals who wish to participate in these discussions may do so merely by raising their hand during the discussion and being recognized by the Chair. The Chair will determine the order in which each individual will speak and the length of time allotted.

NEW BUSINESS

1. Work Experience Contract with Jewish Adoption and Foster Care Options (JAFCO)

Considered approving a Workforce Innovation and Opportunity Act (WIOA) work experience contract with JAFCO for Program Year (PY) 19-20. While we do not know the exact number of work experience customers JAFCO will take, we do not anticipate the non-financial contract amount will exceed \$24,000. As Ron Moffett, Senior Vice President of Operations is related to JAFCO's site director, this recommendation will require a 2/3 vote of the Board members present with an established quorum at the Board meeting. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

On a motion made by John Simmons and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved Work experience contract with JAFCO by a 2/3 vote of the seated quorum.

2. Work Experience Contract with Early Learning Coalition, Inc. (ELC)

Considered approving a WIOA youth work experience contract with the ELC for PY 19-20. While we do not know the exact number of work experience customers ELC will take, we do not anticipate the non-financial contract amount will exceed \$24,000. Because Mason Jackson, President/CEO of CSBD serves on the ELC Board, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at the Board meeting. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

Dawn Liberta declared a conflict of interest for this item as she is serves on the ELC Board. She abstained from voting and will be required to submit a conflict of interest form.

On a motion made by Kristen Cavallini-Soothill and seconded by Gina Alexis, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved work experience contract with Early Learning Coalition, Inc. by a 2/3 vote of the seated quorum.

3. Work Experience Contract with Broward Education Foundation (BEF)

Considered approving a WIOA youth work experience contract with the BEF for PY 19-20. While we do not know the exact number of work experience customers BEF will take, we do not anticipate the non-financial contract amount will exceed \$24,000. Because Frank Horkey, a member of the Broward Workforce Development Board (Board) is also the Chair of the Board of Directors for the BEF this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at the Board meeting. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

It was noted that Frank Horkey had a conflict of interest for this item as he is Chair of the Board of Directors for the BEF. He was not there but will be required to submit a conflict of interest form.

On a motion made by John Simmons and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved work experience contract with BEF by a 2/3 vote of the seated quorum.

4. Consideration of Combining Organizational Resources and Executive Committee

Consideration the merging of the Organizational Resources and Executive Committees. This item will require an amendment to the Board's By-Laws and in accordance with the By-Laws must be approved by a 2/3 vote of the established quorum at a Board meeting. The Executive committee requested having an Organizational Resources ad hoc meeting for items such as board structure or HR policies and membership renewals. *(This is in alignment with the BWDB goal to maintain our role as local workforce development leaders.)*

Mason Jackson stated that both committees are made up of the same board members. At this time we would like to combine the committees.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the combining of the Organizational Resources and Executive Committee.

5. PY 2019 – 2020 Preliminary Budget

The Preliminary Budget being presented reflects a minimal decrease of 0.35% in formula and carryforward funds. The total amount of formula and carryforward that we project to be available in PY 19-20 is \$21,156,456 as compared to \$21,230,997 actual in PY 18-19. The budget continues to emphasize investments in customer training and getting unemployed people back to work and, aligns with WIOA and achieving Board strategic initiatives and key business results. Reviewed at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Carol Hylton gave a presentation on the budget.

6. Acceptance of Additional Welfare Transition Program (WTP) Funds

Considered accepting an additional \$226,037 in WTP funds. These funds will be used to help Welfare Transition customers gain and/or retain employment through assistance with 1) job skills training 2) job search 3) support services and 4) for youth at-risk of needing welfare services in the future that could benefit from summer employment. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

On a motion made by Francois Leconte and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the acceptance of additional Welfare Transition Program funds.

7. **Acceptance of Additional Reemployment Services and Eligibility Assessment Funds**

Considered accepting \$181,758 in Reemployment Services and Eligibility Assessment (RESA) funds for program year (PY) 18-19. The Department of Labor was delayed in releasing funds needed to run the program from January 2019 thru June 2019. The funds allowed us to continue providing the newly unemployed with mandatory career center services. With the additional funding the total amount received by CSBD for RESEA is \$580,897. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

On a motion made by John Simmons and seconded by Marjorie Walters, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the acceptance of additional reemployment services and eligibility assessment funds.

8. **EmpHire Renewal**

Consideration for renewal of the contract with First Staff DBA EmpHire Staffing, Inc. (EmpHire) to provide staffing services for the career centers at a rate of \$66.50/employee per pay period, which is the same rate we paid last year. The estimated annual cost is projected at \$157,339. The contract provides for three (3) one year renewal periods. This will be their first renewal under the current contract. Approved at the 5/13 Executive Committee meeting. *(This is in alignment with the BWDB goal to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mason Jackson stated this is the same cost as last year.

On a motion made by Kristen Cavallini-Soothill and seconded by Marjorie Walters, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved renewal of EmpHire Staffing, Inc.

9. **Colocation Facility Renewal**

Considered for renewal of the contract with Biznessnesshosting a.k.a Volico to provide colocation and hosting services. CSBD has secured two competitive quotes, one from the current colocation vendor and a second quote from a nearby vendor. The current vendor (Biznessnesshosting a.k.a Volico) presented the lowest quote. The 36-month term is up for renewal at the cost of \$66,812 over three years or \$1,824 per month and a one-time nonrecurring charge of \$550. Because it is a single purchase of over \$50,000, it is required to be approved by the CSBD governing boards. *(This is in alignment with the BWDB goal to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mason Jackson stated that the colocation facility is state of the art with specialized HVAC systems and various fail-safes regarding power and data connectivity. The facility sits on one of the highest points in Broward County to prevent flooding concerns and in a facility that is hurricane proof.

On a motion made by John Simmons and seconded by Heiko Dobrikow, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved renewal of Colocation Facility.

10. Acceptance of Additional Summer Youth Employment Program (SYEP) Funds

Consideration to accept funding for the Summer Youth Employment Program (SYEP) to serve additional youth from 1) The City of Fort Lauderdale for \$190,000 2) The City of Pembroke Pines for \$21,406 3) Bank of America for \$32,861 and 4) Broward County for \$50,000, for a total of \$294,267. Approved at the 5/7 One Stop Services and the 5/13 Executive Committee meetings with the exception of Broward County which was added subsequent to the meetings. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

On a motion made by Pam Sands and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the acceptance of additional summer youth employment program funds.

11. PY 2019 – 2020 Preliminary Budget

Consideration to approve the PY 2019-20 preliminary budget. The Preliminary Budget being presented reflects a minimal decrease of 0.35% in formula and carryforward funds. The total amount of formula and carryforward that we project to be available in PY 19-20 is \$21,156,456 as compared to \$21,230,997 actual in PY 18-19. The budget continues to emphasize investments in customer training and getting unemployed people back to work and, aligns with WIOA and achieving Board strategic initiatives and key business results. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

On a motion made by Paul Farren and seconded by Enid Valdez, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved PY 19 – 20 Preliminary Budget.

12. Region 22 Targeted Occupations List (TOL) for Program Year (PY) 19-20

Consideration to approve the TOL for PY 19-20. We sent the preliminary TOL for PY 19-20 provided by the state to local education and business stakeholders to get input and gather additional relevant labor market data. We also held a publicly noticed meeting to review the occupational changes to region 22's TOL and gather additional information. CSBD recommends 1) retaining 20 occupations proposed by the State for removal 2) adding 12 new occupations. Approved at the 5/7 One Stop Services and 5/13 Executive Committee meetings. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated that we have a meeting with community partners to discuss whether there are occupations that should be taken off the list and if there are any occupations on the horizon that we need to add. Once we receive their input, we bring it back to the board for final recommendations.

On a motion made by John Simmons and seconded by Dawn Liberta, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the TOL list for PY 19 – 20.

REPORTS

1. D&O Insurance with Employment Practice Liability

The Board has authorized the President/CEO to make the purchase of D & O Insurance with a report to the governing boards each year. The cost of the policy is under \$10,000 and while we solicited quotes the only company, other than our current carrier, that formally responded declined to quote. We purchased D & O coverage which includes Employment Practices Liability from the Philadelphia Insurance Company in the amount of \$3,000,000 at an annual cost of \$7,618.

2. Broward County Unemployment

The unemployment rate in Broward County was 2.8 percent in April 2019. Lower by 0.5 percentage point over the year. In April 2019, Broward County's unemployment rate was 0.1 percentage point lower than the state rate (2.9) and 0.4 percent point lower than the national rate (3.3 percent). Out of a labor force of 1,028,942 there were 28,670 unemployed Broward County residents.

3. Workman's Compensation

This is to report that Bridgefield Employers Insurance Company (BEIC), A rated and our current carrier, for workers compensation will continue to be our carrier for the year beginning 5/1/19 at a rate of \$38,882.59. This is an increase from our rate of \$23,137.13 last year due to claims which arose in our work experience programs last year. Prior to coverage from our current carrier we had to enter the State JUA pool. We sought quotes from two (2) other carriers but they declined to respond. This rate covers employees as well as participants placed in year round and summer work experience. We have the option to renew for up to three years, based on reasonableness of rates.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

None

MATTERS FROM THE BOARD

None

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

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- Mason Jackson stated that the Department of Labor released a report on Tampa Bay and Pinellas County incident.
 - Mason Jackson stated that CareerSource Broward hosted a construction industry job fair on Wednesday, 5/22 at the Central One Stop building.

ADJOURNMENT 10:10 a.m.

***THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE
BROWARD COUNCIL MEETING IS SCHEUDLED FOR JUNE 27, 2019 AT 8:00 A.M.***