
MEETING MINUTES

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

**Partnership Meeting #269
Thursday, April 23, 2026
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

The Board and Council are reminded of the 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 whether or not you are able to attend the meeting if you have a conflict with any agenda items.

Attendees: Mayor Josh Levy, Mayor Dean Trantalis, Commissioner Alexandra Davis, Keith Costello, Heiko Dobrikow, Paul Farren, Nelson Fernandez, Michael Goldstein, Dr. Howard Hepburn, Rufus James, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Dr. Kelly Moore, Felipe Pinzon, Matthew Rocco, Richard Shawbell, Shane Strum, Dr. Stacy Volnick, Lori Wheeler, Tara Williams and Jim Ryan, who chaired the meeting.

Guests: Yaite Arthmann, Denise Jordan, and Dr. Steven Tinsley.

Staff: Tony Ash, Kim Bryant, Rochelle Daniels, Maurice Gardner, Carol Hylton, Mark Klincewicz, and Michell Williams.

Introduction

Chair Jim Ryan welcomed the Council of Elected Officials, BWDB members and guests to the meeting.

MISSION MOMENT

Mr. Ryan shared the Worlds of Work Event Video and thanked the Board members who attended and applauded the CareerSource Broward team for their hard work in organizing and hosting the event.

APPROVAL OF MINUTES

Approval of the BWDB minutes of the 2/26/26 meeting #268.

On a motion made by Matt Rocco and seconded by Keith Costello, the BWDB unanimously approved the minutes of the 2/26 meeting.

CONSENT AGENDA

Consent Agenda items 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

1. Monthly Performance Report

The current performance for the month of February was provided. The data reflected that within the Big 6 Regions, CSBD was in a four-way tie for 1st in WIOA Entered Employment Rate (EER), 1st in Welfare Transition (WT) All Family Participation and Two-Parent Participation Rate, and 1st in Wagner Peyser and Veterans EER.

Heiko Dobrikow recognized the CSBD team for their outstanding performance for Broward and applauded them for a job well done.

2. Letters of Support

Letters of support were written for 1) Broward County Public Schools' proposal to the Office of Naval Research to create an Aerospace, Engineering, and Manufacturing Workforce Pipeline 2) OIC of South Florida for the Reentry Employment Training grant 3) Harmony Development Center's New Day 2026 application to the Children's Services Council 4) Broward Education Foundation's Bridge 2 Life application for the Talent Strong Florida High-Value Pathways Initiative 5) AMLkids Inc. for the RESTART grant and 6) the State of Florida for the U.S. Department of Labor's Pay-for-Performance Program to expand shipbuilding and related industry apprenticeships.

On a motion made by Heiko Dobrikow and seconded by Dr. Stacy Volnick, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 4/23/26.

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. Board Recertification

Considered the recertification of the Board and the request for subsequent local area and board designation. In compliance with WIOA, the State issued instructions for local area re-designation, which required that the CareerSource Broward Council of Elected Officials formally requested subsequent area designation and certified our local workforce development board. Approved at the 4/13 Executive Committee meeting. *(This is in alignment with the Board's goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)*

Jim Ryan presented the item for consideration, and Rochelle Daniels reviewed the recommendation.

On a motion made by Commissioner Alexandra Davis and seconded by Mayor Josh Levy, the BWDB/CSBD Council of Elected Officials unanimously approved the Board recertification.

2. Broward Workforce Development Board (BWDB) Appointment

Considered the appointment of Yaite Arthmann, Director of Area 7 Vocational Rehabilitation, to represent the Economic/Community Development slot formerly held by Catherina Rozario. Vocational Rehabilitation is a core partner and a mandatory member of the Board. The CSBD Council of Elected Officials appoints Board members following a recommendation from the Board. Approved at the 4/13 Executive Committee meeting. (This is in alignment with the board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, and providing information and intelligence to stakeholders with feedback from the community.)

Jim Ryan introduced the proposed appointment, and Carol Hylton reviewed the recommendation. Yaite Arthmann thanked the Board for allowing her to join and is looking forward to working with everyone.

On a motion made by Commissioner Alexandra Davis and seconded by Mayor Josh Levy, the CSBD Council of Elected Officials unanimously approved the appointment of Yaite Arthmann, Director of Area 7 Vocational Rehabilitation, to fill the mandatory core partner Economic/Community Development seat on the BWDB.

3. On-the-Job Training (OJT) Contract with Advanced Roofing

Considered approval of entry into an upgrade OJT contract with Advanced Roofing to train up to ten (10) employees in their registered apprenticeship program. The apprentices would receive training in 1) roofing 2) handling asphalt equipment, and 3) sheet metal fabrication and installation. The contract would provide up to a 90% reimbursement for wages paid to the apprentices while in training, totaling up to \$150,000 through 2027. Because Board member Kevin Kornahrens is employed by Advanced Roofing, a 2/3 vote of the Board members was required. Approved at the 3/16 Employer Services and 4/13 Executive Committee meetings. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, educating and connecting them to the workforce system to produce innovative workforce solutions.)*

Francois Leconte, Chair of the Employer Services Committee, presented the recommendation.

Kevin Kornahrens declared a conflict of interest as he is employed by Advanced Roofing, refrained from the discussion, and did not vote. There was no further discussion.

On a motion made by Francis Leconte and seconded by Keith Costello, the BWDB/CSBD Council of Elected Officials unanimously approved the OJT contract with Advanced Roofing, totaling up to \$150,000 through 2027.

4. Summer Youth Work Experience Contract for Marine Industries Assoc. of South Florida

Considered the approval of a non-financial Summer Youth Employment Program contract with the Marine Industries Association of South Florida (MIASF) through 9/30/29. CSBD is the employer of record and summer youth are covered by CSBD workers' compensation. Because Board Member Lori Wheeler is employed by MIASF, a 2/3 vote of the Board was required.

Approved at the 3/17 Youth and 4/13 Executive Committee meetings. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, educating and connecting them to the workforce system to produce innovative workforce solutions.)*

Dawn Liberta, Chair of the Youth Committee, presented the recommendation, and Jim Ryan noted that Lori Wheeler had a conflict of interest regarding this item as she is employed by the Marine Industries Association of South Florida.

Lori Wheeler declared a conflict, refrained from discussion, and did not vote. There was no further discussion.

On a motion made by Heiko Dobrikow and seconded by Dr. Stacy Volnick, the BWDB/CSBD Council of Elected Officials unanimously approved the non-financial Summer Youth Employment Program contract with the Marine Industries Association of South Florida through 9/30/29.

5. PY 26/27 School Board of Broward County (SBBC) Out-of-School Youth (OSY) & In-School Youth (ISY) Contract Renewals

Considered approval of PY 26/27 contract renewals for the SBBC in the amounts up to 1) \$300,000 to serve 75 OSY and 2) \$170,000 to serve 65 ISY, subject to negotiation. These amounts are lower than this year's awards because we anticipated a decrease in our WIOA Youth allocation for PY 26/27. Further, the SBBC had reported that their OSY enrollments were lower than last year. This was the 2nd of 4 renewals under their current contracts. Because Board Member, Dr. Howard Hepburn, is employed by the SBBC, a 2/3 vote of the Board was required. Approved at the 3/17 Youth and 4/13 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations veterans, youth, individuals with disabilities, and ex-offenders.)*

Dawn Liberta, Chair of the Youth Committee, presented the recommendation, and Jim Ryan noted that Dr. Howard Hepburn had a conflict of interest regarding this item as he is employed by the School Board of Broward County.

Dr. Howard Hepburn declared a conflict, refrained from discussion, and did not vote. There was no further discussion.

On a motion made by Francois Leconte and seconded by Lori Wheeler, the BWDB/CSBD Council of Elected Officials unanimously approved PY 26/27 contract renewals for the SBBC Out-of-School Youth and In-School Youth.

6. PY 26/27 Out-of-School Youth & In-School Youth Contract Renewals

Considered approval of PY 26/27 youth contract renewals. We anticipate youth funds decreasing for PY 26/27. Also, providers have reported that enrollments are a little lower than last year. As a result, we recommend funding at slightly lower levels than previously approved, except for the Center for Independent Living of Broward (CILB), as they only have one case manager. Renewals are recommended for our providers at the amounts as stated: 1) CILB to serve 12 - 15 OSY in the amount of \$58,896, 2) Helping Advance and Nurture the Development of Youth (HANDY) to serve 12 - 15 OSY in the amount of \$87,000, 3) Florida Independence, Training and Education (FLITE) Center to serve 30 OSY in the amount of \$160,000 and 4) Junior Achievement of South Florida (JA) to serve 25 ISY in the amount of \$140,000. The budget

amounts vary due to differences in direct overhead program design. All contracts are subject to negotiation. This was the 2nd of 4 renewals under their current contracts. Approved at the 3/17 Youth and 4/13 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations: veterans, youth, individuals with disabilities, and ex-offenders.)*

Dawn Liberta, Chair of the Youth Committee, presented the item for consideration.

On a motion made by Dawn Liberta and seconded by Heiko Dobrikow, the BWDB/CSBD Council of Elected Officials unanimously approved the Program Year 26/27 Out-of-School Youth & In-School Youth Contract Renewals.

7. Add New Eligible Training Provider and Course for APEX Training Center

Considered approval to add Apex Training Center as an Eligible Training Provider and add HVAC Mechanic Assistant to the Workforce Innovation and Opportunity Act Individual Training Account List. CareerSource Broward adds schools and courses that meet federal, state, and local criteria to give customers more choices. Approved at the 1/27 One-Stop Services and 2/9 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward County community services (social services and education) to maximize employment and work opportunities for targeted populations: veterans, youth, individuals with disabilities, and ex-offenders.)*

Rick Shawbell, Chair of the One-Stop Services Committee, presented the item for consideration.

On a motion made by Rick Shawbell and seconded by Dr. Stacy Volnick, the BWDB/CSBD Council of Elected Officials unanimously approved adding Apex Training Center as an Eligible Training Provider and Course for APEX Training Center.

REPORTS

1. Purchase of Workers' Compensation Insurance

This was to report the renewal of our workers' compensation policy with Bridgefield Employers Insurance Company (BEIC) for 5/1/2026 - 4/30/2027 at a cost of \$49,555.01, which was consistent with the overall increase in payroll for the Summer Youth Employment Program. Our procurement allowed us to renew the policy for three (3) one-year periods. This would be the 3rd renewal under the current procurement. The policy covers CSBD employees and the youth in our summer employment program. This was reported in accordance with our board policy to report single purchases over \$10,000.

Rochelle Daniels, General Counsel, reviewed the item to purchase workers' compensation insurance.

2. Education and Industry Consortium Fourth Quarter Report

School Board of Broward County representatives discussed talent skills gaps, expanded CTE pathways, AI integration in classrooms, and youth career exploration initiatives designed to strengthen education-to-industry pipelines. Members also received a demonstration of the JobsEQ labor market software and updates on CSBD's AI initiatives, employer forums, targeted hiring events, and workforce investments supporting local employers.

Carol Hylton, President/CEO, reviewed the EIC report.

3. **Broward County Unemployment and Economic Dashboard**

The unemployment rate in Broward County was 4.6 percent in February 2026. This rate was 1.3 percentage points higher than the region's year-ago rate. In February 2026, Broward County's unemployment rate was 0.2 percentage points lower than the State's rate. Out of a labor force of 1,075,893, down 695 (-0.1%) over the year, there were 49,032 unemployed Broward County residents. The dashboard is a value-added resource allowing businesses the ability to make data-informed decisions.

No discussion on this item.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

None

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

MATTERS FROM THE BOARD

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton reported that over the next few weeks, CareerSource Broward would be holding several sector job fairs in Technology, Healthcare, and Hospitality.

Ms. Hylton announced that she was selected to be on the Leadership Florida Selection Committee to select new members for the Cornerstone Class of 44.

ADJOURNMENT 12:04 p.m.

<p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS MAY 28, 2026.</i></p>
