
MEETING MINUTES

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

Partnership Meeting #271

Thursday, June 25, 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, Yaite Arthmann, Zac Cassidy, Heiko Dobrikow, Paul Farren, Michael Goldstein, Kris Hopkins, Frank Horkey, Rufus James, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Dr. Kelly Moore, Felipe Pinzon, Tara Williams and Jim Ryan, who chaired the meeting.

Guests: Michael Burtov, Ronisha McMillan, and Tameka Thomas with Florida Commerce.

Staff: Carol Hylton, Mark Klineciewicz, Kimberly Bryant, Rochelle Daniels, Tony Ash, Maurice Gardner, Kaminnie Kangal, and Michell Williams.

INTRODUCTION

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

MISSION MOMENT

Jim Ryan, Chair, introduced Ronisha McMillan, a former participant in the WIOA Adult Program, to the Board to share her experiences with CareerSource Broward (CSBD).

Ms. McMillan shared that the Med Elite Group currently employs her as a Patient Care Coordinator. In 2024, in pursuit of continuing her education in practical nursing, she was introduced to CSBD who provided her with a scholarship to cover tuition, books, uniforms, and NCLEX exam fees. Ms. McMillan enrolled at Sheridan Technical College in September 2024 and graduated from the Licensed Practical Nursing (LPN) Program. She stated that currently she is pursuing her education as a Registered Nurse.

Mr. Ryan thanked Ms. McMillan for sharing her experience with the Board and wished her continued success in her career journey, and Ms. McMillan expressed her thanks to CSBD.

PRESENTATION

Mr. Ryan introduced Michael Burtov, Chief Innovation Officer at Nova Southeastern University (NSU), to share his career background and perspective on developing the tech workforce in the advent of Artificial Intelligence (AI).

Mr. Burtov shared that before he started as the Chief Innovation Officer of Nova Southeastern University, he was a serial venture-backed mid-stage startup entrepreneur who founded an AI

startup. Mr. Burtov discussed some of the challenges he has seen here in South Florida, such as differences in our ecosystem compared to other areas. He hopes to bring more technologists and entrepreneurs into thought leadership on how to do things in our State.

Mr. Burtov mentioned another challenge, from an HR perspective, was how disoriented things were, and indicated that employers and workers are struggling to determine what humans are good at compared to what AI is good at. In summary, we need to more clearly define their different roles.

Mr. Burtov explained that, in all his experience, he has never seen a technology eliminate jobs. Initially, it does cause displacement, with some jobs disappearing while new ones appear, but over the 5- to 10-year window, many more jobs are generally created. He shared that, over the last two years, he has seen companies try to use AI to displace humans, but it has not worked. The vast majority of large corporations that have adopted AI across the enterprise have not seen a measurable Return on Investment and are therefore reverting to humans.

Mayor Josh Levy thanked Mr. Burtov for his AI presentation and asked for his forecast on what skills the workforce will need to help train potential candidates for AI industry positions. Mr. Burtov replied that one of the fundamental things that could be done from a training perspective was to not use AI as a tool for a task, but rather have AI to be used as an interactive partner in creation, education, learning, and recommendation, which he believes is the future of AI in workforce development.

Mr. Ryan requested that Mr. Burtov and his team at the Alan B. Levan Center of Innovation provide feedback on the AI Playbook from an upscaling perspective. Mr. Burtov responded that he received the Playbook yesterday and would review it. Mr. Ryan thanked Mr. Burtov for his time with the Board, the impact he is having in the region, and all the work he is doing in Broward County.

APPROVAL OF MINUTES

Approval of the BWDB minutes of the 5/28/26 meeting #270.

On a motion made by Felipe Pinzon and seconded by Mayor Josh Levy, the BWDB unanimously approved the minutes of the 5/28 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 April was provided. The data reflected that within the Big 6 Regions, CSBD ranked 1st in Welfare Transition (WT) All Family Participation Rate, Two-Parent Participation Rate, and EER, 1st in Veterans EER, and 2nd in Wagner Peyser EER.

On a motion made by Mayor Josh Levy and seconded by Mayor Dean Trantalis, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 6/25/26.

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. Continued Eligibility for Atlantic, McFatter, and Sheridan Technical Colleges

Considered the approval of the continued eligibility for current eligible training providers (ETP) 1) Atlantic 2) McFatter and 3) Sheridan Technical College for the period 7/1/26 through 6/30/28. The State requires that ETPs be renewed every 2 years. Each provider has met continued eligibility requirements that include licensure, accreditation and issuance of an industry-recognized credential. CSBD reviewed the applications for completeness and to ensure that CareerSource Florida requirements and board-mandated criteria are met for all three schools. Because Board Member Dr. Howard Hepburn is employed by the School Board of Broward County, a 2/3 vote of the Board was required. Approved at the 5/5 One-Stop Services and 6/8 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.)*

Mr. Ryan introduced the item. Carol Hylton noted that a follow-up would be made with Dr. Hepburn, who is employed by the School Board of Broward County, to officially declare a conflict of interest. There was no further discussion.

On a motion made by Heiko Dobrikow and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the continued eligibility for current eligible training providers (ETPs) 1) Atlantic 2) McFatter and 3) Sheridan Technical College for the period 7/1/26 through 6/30/28.

2. Continued Eligibility for Florida Atlantic University

Considered the approval of the continued eligibility status for current ETP Florida Atlantic University (FAU) for the period 7/1/26 through 6/30/28. The State requires that ETPs be renewed every 2 years. FAU has met continued eligibility requirements that include licensure, accreditation, and issuance of an industry-recognized credential. CSBD reviewed the applications for completeness and to ensure that CareerSource Florida requirements and board-mandated criteria are met. Because Board Member Dr. Stacy Volnick is employed by FAU, a 2/3 vote of the Board was required. Approved at the 5/5 One-Stop Services and 6/8 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.)*

Ms. Hylton reviewed the item and noted that a follow-up would be made with Dr. Volnick, who is employed by FAU, to officially declare a conflict of interest. There was no further discussion.

On a motion made by Francois Leconte and seconded by Mayor Josh Levy, the BWDB/CSBD Council of Elected Officials unanimously approved the continued eligibility status for the current ETP Florida Atlantic University (FAU) for the period 7/1/26 through 6/30/28.

3. Continued Eligibility for Southeastern College

Considered the approval of the continued eligibility status for the current ETP Southeastern College for the period 7/1/26 through 6/30/28. The State requires that ETPs be renewed every 2 years. Southeastern College has met continued eligibility requirements that include performance, licensure, accreditation and issuance of an industry-recognized credential. Because Board Member Dr. Kelly Moore is employed by Keiser University, and both Keiser University and Southeastern College are part of the Keiser family of educational institutions, a 2/3 vote of the Board was required. Approved at the 5/5 One-Stop Services and 6/8 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 population, veterans, youth, individuals with disabilities, and ex-offenders.)*

Mr. Ryan presented the item, and Ms. Hylton provided an overview. There was no further discussion.

Dr. Kelly Moore declared a conflict of interest and abstained from voting. There was no further discussion.

On a motion made by Zac Cassidy and seconded by Heiko Dobrikow, the BWDB/CSBD Council of Elected Officials unanimously approved the continued eligibility status for the current ETP Southeastern College for the period 7/1/26 through 6/30/28.

4. Broward Health Work-Based Training

Considered to obligate up to \$150,000 in work-based training funds for Broward Health to support On-the-Job Training and Incumbent Worker Training initiatives that would assist individuals entering and advancing in in-demand healthcare occupations. Because Board Member Shane Strum serves as President and CEO of Broward Health, a 2/3 vote of the Board is required. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, and educating and connecting them to the workforce system to produce innovative workforce solutions.)*

Francois Leconte, Chair of the Employer Services Committee, presented the recommendation, and Jim Ryan noted that a follow-up would be made with Shane Strum, who is employed by Broward Health, to officially declare a conflict of interest. There was no further discussion.

On a motion made by Francois Leconte and seconded by Mayor Dean Trantalis, the BWDB/CSBD Council of Elected Officials unanimously approved up to \$150,000 work-based training funds for Broward Health to support On-the-Job Training and Incumbent Worker Training Initiatives.

5. Memorandums of Understanding (MOU) Between CSBD and the One-Stop Partners

Considered approval of the One-Stop MOUs with our legislative partners. WIOA allows us to enter into One-Stop MOUs for up to 3 years, after which we must renegotiate new 3-year MOUs. CareerSource Florida now requires us to use their template for the MOUs, which speak to how the One-Stop partners would coordinate services for participants. The MOUs included a required Infrastructure agreement, which details how the costs of the One-Stop are shared. Our MOU

legislative partners are 1) The School Board of Broward County 2) Broward College 3) Vocational Rehabilitation 4) Broward County 5) and AARP. Approved at the 6/2 One-Stop Services and 6/8 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, older workers and ex-offenders.)*

Mr. Ryan introduced the item, followed by Rochelle Daniels, General Counsel, providing additional context, explaining that CSBD already manages all the WIOA funding streams, which include Wagner Peyser, local Vets TANF, and re-employment assistance programs; therefore, this approval was for the legislative partners' MOUs that CSBD does not manage.

On a motion made by Heiko Dobrikow and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved the MOUs with CSBD and the One-Stop Partners.

6. PY 26/27 Preliminary Budget

Considered approval of the PY 26/27 preliminary budget. The budget reflected an increase of 2.1% or \$296,839 in formula allocations and carry-forward funds, giving us a projected total of \$14,366,912, as compared to \$14,070,073 in PY 25/26. The budget continues to emphasize investments in customer training, re-employment and the Board's strategic initiatives. Dedicated grant funds are projected to be \$10,773,720; while these funds are restricted to specific grant purposes and are not included in the formula allocation totals, they bring the total projected funding available to \$25,140,632, for PY26/27 compared to \$22,630,097 in PY 25/26. Approved at the 6/2 One-Stop Services and 6/8 Executive Committee meetings. *(This is in alignment with the Board goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Ms. Hylton reviewed and discussed the PY 26/27 preliminary budget. She highlighted the 2.1% projected increase in formula funds. She discussed the budget categories and shared that the the state requirement was to spend 50% of WIOA funds on training, and that we budgeted 53%. Ms. Hylton informed the Board that the lease for the North Career Center was nearing its expiration, and the landlord agreed to extend the lease for an additional 6 months, allowing CSBD to continue to explore other locations and potential co-location opportunities with partners such as Broward College or the School Board.

Mr. Ryan introduced the item, followed by Ms. Hylton, who reviewed the contracts, support services, administration, and training items in the budget.

Mayor Dean Trantalis commended Ms. Hylton and the CSBD staff for their work in meeting state expectations, helping the community, and consistently demonstrating the organization's value.

Ms. Hyton thanked Mayor Trantalis and stated that she has a wonderful team that is dedicated to meeting our performance measures.

Mr. Ryan acknowledged that, specifically in the crisis management for the Spirit Airlines Rapid Response session, where our civic leaders and Board members were involved, the CSBD team stepped up, and the Rapid Response session was noticed even at the federal level. He thanked everyone who was involved.

On a motion made by Mayor Josh Levy and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved the PY 26/27 preliminary budget.

7. Continued Eligibility for Six (6) Current ITA Providers

Considered approval of the continued eligibility status for current ETP's 1) Academy of South Florida 2) Concorde Career Institute 3) Jersey College 4) PC Professor 5) South Florida Academy of Air Conditioning and 6) Universal Technical Institute for the period 7/1/26 through 6/30/28. This is in accordance with WIOA, which required providers to be re-evaluated and approved for continuation on the ETP List after their initial year of eligibility. All of these providers have met continued eligibility requirements that included licensure, accreditation and issuance of industry-recognized credentials. CSBD reviewed the applications for completeness to ensure that CareerSource Florida requirements and board-mandated criteria are met for all schools. Approved at the 5/5 One-Stop Services and 6/8 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.)*

Mr. Ryan introduced the item, and Mark Klinecicz provided an overview. No further discussion followed.

On a motion made by Mayor Dean Tratalis and seconded by Michael Goldstein, the BWDB/CSBD Council of Elected Officials unanimously approved the continued eligibility status for current ETP's 1) Academy of South Florida 2) Concorde Career Institute 3) Jersey College 4) PC Professor 5) South Florida Academy of Air Conditioning and 6) Universal Technical Institute for the period 7/1/26 through 6/30/28.

8. One-Stop Center Hours of Operation and Holiday Schedule

Considered approval of the One-Stop Center hours of operation and holiday schedule. There are no changes to our hours of operation or our holidays for the upcoming year. The State requires the governing boards' annual approval of the One-Stop Center's hours of operation and holiday schedule at the start of each program year. The One-Stop Centers' hours of operation are M-F 8:00 a.m. – 5:00 p.m. Our holidays are aligned with those of Broward County. Approved at the 6/8 Executive Committee meeting. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mr. Ryan introduced the item, and Ms. Hylton provided a review and discussion. No further discussion followed.

On a motion made by Mayor Dean Tratalis and seconded by Heiko Dobrikow, the BWDB/CSBD Council of Elected Officials unanimously approved the One-Stop Center hours of operation and holiday schedule.

REPORTS

1. State Required Financial Disclosure

Each year, elected officials and board members must file Form 1, the Financial Disclosure Form. The form is due 7/1/26. Filers should click "I am a Filer" and follow the prompts. There is a "How to" video that can guide you through the process. Filers can no longer file locally at their Supervisor of Elections Office and must now file electronically using the statewide system at the link provided. A \$25.00/day fine is imposed by the Commission on Ethics against filers for forms not filed by 9/1/26.

Rochelle Daniels, General Counsel, reviewed the item and reminded the Board to complete their financial disclosure forms by the deadline to avoid receiving a penalty from the Florida Commission on Ethics. Mr. Ryan recommended that, once the forms are completed, the Board members retain their confirmations as a record of completion.

2. Education and Industry Consortium 2026 First Quarter Report

Broward College highlighted its expansion of AI-driven learning, workforce-aligned credentials, and strengthened collaboration with CareerSource Broward to ensure students graduate with the career-readiness skills needed to meet evolving workforce demands. Consortium members also provided input for the Board's 2026 Planning Session, emphasizing workforce impacts from AI, WIOA, and apprenticeship expansion.

Mr. Ryan introduced the item, and Mr. Klinecicz reviewed the details. There was no further discussion.

3. Individual Training Account (ITA) Provider Performance

CSBD conducted its semi-annual analysis of ITA provider performance and found that all training programs complied with the Board-mandated 70% training-related placement rate.

Mr. Klinecicz reviewed the item. There was no further discussion. Mr. Ryan introduced the item, and Mr. Klinecicz reviewed the details. There was no further discussion.

4. Janitorial Services Contract

This was to report on the second of three renewals of the janitorial services contract with AK Building Services for the main office. The cost of services for this renewal period is \$33,624 per year, an increase of 2% or \$660 over the previous year, in accordance with the contract terms. This was reported in accordance with Board policy requiring notification of single purchases exceeding \$10,000.

Mr. Ryan introduced the item, and Mr. Klinecicz reviewed the details. There was no further discussion.

5. Board Member Recognition

Board Member Michael Goldstein was recognized for receiving the CAA Technology Leadership Award at the Invest Greater Fort Lauderdale Leadership Summit on 6/11, an honor recognizing his regional impact and business excellence across South Florida.

Ms. Hylton reviewed the item. The Board members applauded Mr. Goldstein for his recognition. Ms. Hylton shared that Board members Mayor Josh Levy, Heiko Dobrikow, and Shane Strum were panelists at the Invest Greater Fort Lauderdale Leadership Summit, hosted at the Riverside Hotel, and Ms. Hylton provided the Board members with the 8th edition of the Invest Greater Fort Lauderdale magazines, which included articles highlighting Ms. Hylton and other members of the Board.

6. Board Member Recognition

Board Member Dr. Ben Chen notified CSBD that he was retiring after 27 years of service on the Board.

Ms. Hylton indicated that Mr. Chen would return to be recognized at an upcoming Board meeting.

7. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 4.4 percent in May 2026. This rate was 1.1 percentage points higher than the region's year-ago rate. In May 2026, Broward County's unemployment rate was equal to the state's rate. Out of a labor force of 1,071,619, down 5,879 (-0.5 percent) over the year. There were 47,437 unemployed Broward County residents. The dashboard is a value-added resource that allows businesses and those looking to move to Broward the ability to make data-informed decisions.

Mr. Klinecicz discussed the item and reviewed the dashboard.

Heiko Dobrikow asked Mr. Klinecicz to display Broward County's unemployment data by industry on the dashboard. Ms. Hylton noted that the same information was presented in a chart on page 49 of the agenda backup and reviewed the data.

Mr. Dobrikow noted that technology is contributing to job losses and that these numbers are expected to increase. Ms. Hylton added that employment levels will fluctuate as AI adoption continues. Mayor Trantalis acknowledged the trend, noting that technological advances have historically displaced workers and will continue to drive change.

Mayor Levy noted that Broward County's senior population is projected to double over the next ten years. Ms. Hylton emphasized the importance of preparing youth to fill positions as older workers retire, noting that this is one of the purposes of the WOW and SYEP programs.

Mr. Dobrikow shared that a technology company owner told him companies are increasingly using AI to replace some Human Resources functions. He also noted significant turnover in the food and beverage industry nationwide, indicating a period of transition.

Mr. Goldstien added that AI adoption may be slowing due to the cost of using it for higher-level tasks compared to human workers. He also cited growing opposition to AI data centers and infrastructure limitations as factors that could slow further adoption.

Mr. Ryan noted that he heard Palm Beach approved the development of an AI data center and acknowledged some market resistance to data center locations. He also expressed concern about the rapid pace of AI development and the significant investment being made without sufficient consideration of its long-term impacts.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

Mr. Ryan inquired if the AI Playbook was available on the CSBD website. Ms. Hylton confirmed that the link was available on the CSBD website.

MATTERS FROM THE BOARD

Mr. Dobrikow mentioned he liked that individuals had to enter their information to download the Playbook, allowing CSBD to track who is reviewing and downloading the Playbook. He suggested

we consider including post-tests after each model to assess comprehension and offering a certification for reading the Playbook.

Mr. Leconte mentioned that his organization is partnered with the Urban League of Palm Beach, Broward and Miami-Dade Counties to host political forums for the season. C-SPAN is also with them, asking to collaborate with them through the end of the political season, so their forums will now be seen nationwide and globally. Stay tuned.

Ms. Liberta announced that Healthy Mothers Healthy Babies is moving their office from Lauderhill to North Lauderdale. She mentioned that they are looking to grow their Board and asked members to let her know if they had any recommendations.

MATTERS FROM THE FLOOR

Ms. Daniels announced to the Committee that the organization Community-Based Connections, Inc. has selected Ms. Hylton as a Green Blazer honoree, and she would be recognized on 10/6 for her service to the community. The Board applauded Carol for her recognition.

Mr. Goldstein mentioned that his company is building an executive AI training series, which will be available across South Florida, and that the CSBD AI Playbook will be highlighted in the sessions.

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton provided an update on the May CareerSource Florida Board meeting, where she presented CSBD's efforts to support individuals affected by the Spirit Airlines layoffs. As part of her presentation, she shared the Spirit Airlines Rapid Response video, highlighting the coordinated response and services provided to impacted employees.

CareerSource Florida expressed their appreciation for the collaboration among CSBD and our workforce partners in Palm Beach and Miami-Dade counties. Ms. Hylton also reported that a White House liaison requested additional information about individuals who secured employment shortly after the Spirit Airlines layoffs, with the goal of potentially interviewing them about their experiences. She added that she has remained in contact with Jim Martin, Senior Director of Airport Operations for Spirit Airlines, regarding these efforts.

Ms. Hylton shared that CSBD hosted a Veterans Job Fair on 6/16 at the South Career Center and a Marine Job Fair on 6/24 at the Central Career Center, both of which drew over 100 job seekers each.

ADJOURNMENT 1:26 p.m.

<i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS AUGUST 27, 2026.</i>
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