
MEETING MINUTES

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

**Partnership Meeting #262
Thursday, April 24, 2025
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 Dean Trantalis, Mayor Beam Furr, Mayor Josh Levy, Zac Cassidy, Keith Costello, Heiko Dobrikow, Paul Farren, Michael Goldstein, Frank Horkey, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Sandy-Michael McDonald, Felipe Pinzon, Catherina Rozario, Richard Shawbell, Shane Strum, Bob Swindell, Dr. Stacy Volnick, Marjorie Walters, Tara Williams, and Jim Ryan, who chaired the meeting.

Guests: Dr. Henry Mack, Mark Wilson, Clay Miller, Matthew Rocco, Wally Utreras, Kirk Brown, and Jim Junecko.

Staff: Carol Hylton, Ron Moffett, Mark Klineciewicz, Rochelle Daniels, Tony Ash, Kim Bryant, and Samantha Vazquez.

MISSION MOMENT

Today's mission moment is the Worlds of Work career exploration expo. Jim Ryan shared a video from the event on 3/11. He described the experience as a huge success, noting that students left with strong impressions of the participating companies and gained valuable insights into potential future careers.

APPROVAL OF MINUTES

Approval of the BWDB minutes of the 2/27 (#260) and 3/26 (#261) meetings.

On a motion made by Keith Costello and seconded by Heiko Dobrikow, the BWDB unanimously approved the minutes of the 2/27 (#260) and 3/26 (#261) meetings.

Approval of the 4/7 CSBD Council of Elected Officials meeting.

On a motion made by Mayor Beam Furr and seconded by Mayor Dean Trantalis, the Council of Elected Officials unanimously approved the minutes of the 4/7 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 is provided. The data reflects that within the Big 6 Regions, CSBD is in a three-way tie for 1st in WIOA Entered Employment Rate (EER), 1st in Veterans EER, 1st in Welfare Transition (WT) All Family Participation Rate and Two-Parent Participation Rate, and 2nd in Wagner Peyser and WT EER.

2. Letters of Support

Letters of support were written for 1) Broward Health's Broward Earn And Learn (BEAL) program to create career pathways to better serve the healthcare workforce in Broward County 2) Bankers Healthcare Group, LLC Quick Response Training grant application and both applications for 3) Gang Alternative, Inc.'s and 4) Veterans Stand Together for the Homeless Veterans Reintegration Program.

On a motion made by Frank Horkey and seconded by Heiko Dobrikow, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 4/24.

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. Broward Workforce Development Board (BWDB) Appointment

Considered the appointment of Mr. Wally Utreras, Business Manager of the International Union of Operating Engineers Local 487, to fill the slot in the Organized Labor and CBO Category as a result of Mark Schaunaman's retirement. The CSBD Council of Elected Officials appoints board members following a recommendation from the BWDB. Approved at the 4/15 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 introduced the item, and prior to reviewing the recommendation, welcomed Mr. Utreras to the meeting.

On a motion made by Mayor Beam Furr and seconded by Mayor Josh Levy, the CSBD Council of Elected Officials unanimously approved the appointment of Wally Utreras, Business Manager of the International Union of Operating Engineers Local 487, to the BWDB.

2. 2025 BWDB Legislative Agenda

The Public Workforce System is performance-driven and welcomes changes that will make the programs and Broward County stronger. As Congress is planning to reauthorize WIOA, we are recommending small modifications to be incorporated into any WIOA reauthorization legislation. Consideration to 1) approve the 2025 BWDB Legislative Agenda 2) allow the President/CEO to support follow-up communications from other public interest groups such as US Conference of Mayors that address similar concerns and 3) support community partners' workforce-related legislative agendas. Approved at the 3/24 Strategic Planning and 4/15 Executive Committee meetings. *(This is in alignment with the Board goal to develop and utilize a legislative agenda to improve employment services and opportunities in Florida.)*

Jim Ryan introduced the item and asked Sandy-Michael McDonald, Chair of the Strategic Planning Committee, to present it.

Mr. McDonald reviewed the legislative agenda and the workforce-related items of the community partners. He then discussed the recommendation to allow Ms. Hylton to support other public interest groups supporting modifications to WIOA reauthorization legislation aligned with the changes recommended by staff.

On a motion made by Heiko Dobrikow and seconded by Frank Horkey, the BWDB/CSBD Council of Elected Officials unanimously approved 1) the 2025 BWDB Legislative Agenda 2) allowing the President/CEO to support follow-up communications from other public interest groups that address similar WIOA reauthorization positions and 3) support of community partners' workforce-related legislative agendas.

3. 2Lyons Aerospace Incumbent Worker Training (IWT) Grant Application

Considered awarding 2Lyons Aerospace an IWT grant in the amount of up to \$25,000 to train approximately 15 employees in the use of an AI-powered platform that streamlines operations by integrating CRM, ERP, marketing, packaging, shipping, and finance. CSBD will contribute 90% toward the total cost of the training. Because Board Member Vanessa Cantave is employed by 2Lyons Aerospace, a 2/3 vote of the Board is required. Approved at the 4/15 Executive Committee meeting. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, and education and connecting them to the workforce system to produce innovative solutions.)*

Jim Ryan introduced the item, reviewed the recommendation, and noted that Board Member Vanessa Cantave has a conflict of interest regarding this item as she is employed by 2Lyons Aerospace. Mr. Ryan announced that even though Ms. Cantave was not in attendance, she will be required to submit a conflict-of-interest form.

On a motion made by Keith Costello and seconded by Dr. Lisa Knowles, the BWDB/CSBD Council of Elected Officials unanimously approved awarding 2Lyons Aerospace an IWT grant in the amount of up to \$25,000 to train approximately 15 employees in the use of AI.

4. Greater Fort Lauderdale Alliance Incumbent Worker Training (IWT) Grant Application

Considered awarding the Greater Fort Lauderdale Alliance (GFLA) an additional \$19,000 for their AI IWT grant for a total of \$30,000 to train about 22 employees whose jobs will be impacted by the advent of AI. GFLA submitted this request following approval of their initial request of \$11,000. CSBD will contribute 90% toward the total cost of the training. Because Board Member Bob Swindell is employed by GFLA, a 2/3 vote is required. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, and education and connecting them to the workforce system to produce innovative solutions.)*

Jim Ryan introduced the item, reviewed the recommendation, and noted that Board Member Bob Swindell has a conflict of interest regarding this item as he is employed by GFLA.

Mr. Swindell, who attended via Zoom, declared his conflict of interest, abstained from the discussion and vote, and will complete a conflict-of-interest form.

On a motion made by Frank Horkey and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved awarding GFLA an additional \$19,000 for their AI IWT grant for a total of \$30,000 to train about 22 employees whose jobs will be impacted by AI.

5. Summer Youth Work Experience Contract with the Fort Lauderdale Executive Airport

Considered the approval of a SYEP contract with the Fort Lauderdale Executive Airport (FXE) through 9/30/28. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board Member Rufus James is employed by FXE, a 2/3 vote of the Board is required. Approved at the 3/18 Youth and 4/15 Executive Committee meetings. *(This is in alignment with the Board goal to encourage employers by engaging and identifying their needs, and education and connecting them to the workforce system to produce innovative solutions.)*

Jim Ryan asked Dawn Liberta, Chair of the Youth Committee, to present the item. Ms. Liberta reviewed the recommendation and noted that Rufus James has a conflict of interest regarding this item as he is employed by FXE. Ms. Liberta announced that even though Mr. James was not in attendance, he would be required to submit a conflict-of-interest form.

On a motion made by Bob Swindell and seconded by Frank Horkey, the BWDB/CSBD Council of Elected Officials unanimously approved an SYEP contract with FXE through 9/30/28.

6. PY 25/26 School Board of Broward County (SBBC) Out-of-School & In-School Youth Contract Renewals

Considered approval of PY 25/26 renewals for the SBBC's contracts in the amount of 1) \$350,000 to serve 110 OSY and 2) \$200,000 to serve 75 ISY subject to negotiation. This is the 1st of 4 renewals under the current contracts. Because Board Member Dr. Howard Hepburn is employed by Broward County Public Schools, a 2/3 vote of the Board is required. Approved at the 3/18 Youth and 4/15 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.)

Jim Ryan asked Dawn Liberta to present the item. Ms. Liberta reviewed the recommendation and explained that Dr. Howard Hepburn has a conflict of interest regarding this item as he is employed by SBBC. Ms. Liberta stated that even though Dr. Hepburn was not in attendance, he would be required to submit a conflict-of-interest form.

On a motion made by Shane Strum and seconded by Dr. Stacy Volnick, the BWDB/CSBD Council of Elected Officials unanimously approved PY 25/26 renewals for the SBBC's contracts in the amount of 1) \$350,000 to serve 110 OSY and 2) \$200,000 to serve 75 ISY subject to negotiation.

7. PY 25/26 Out-of-School Youth (OSY) & In-School Youth (ISY) Contract Renewals

Considered approval of PY 25/26 contract renewals for 1) The Center for Independent Living, Broward (CILB) to serve 12-15 OSY in the amount of \$58,896 2) Helping Advance and Nurture the Development of Youth (HANDY) to serve 20 OSY in the amount of \$152,000 3) The Fort Lauderdale Independent Training and Education (FLITE) Center to serve 36 OSY in the amount of \$227,000 and 4) Junior Achievement of South Florida (JA) to serve 25 ISY in the amount of \$150,000. All contracts are subject to negotiation. This is the 1st of 4 renewals under their current contracts. Approved at the 3/18 Youth and 4/15 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.)*

Jim Ryan asked Dawn Liberta to present the item. Ms. Liberta reviewed the item and its recommendations.

On a motion made by Francois Leconte and seconded by Marjorie Walters, the BWDB/CSBD Council of Elected Officials unanimously approved the PY 25/26 contract renewals for four youth providers 1) CILB for \$58,896 to serve 12-15 OSY 2) HANDY for \$152,000 to serve 20 OSY 3) FLITE Center for \$227,000 to serve 36 OSY and 4) JA for \$150,000 to serve 25 ISY.

8. Accept Funds for the Summer Youth Employment Program (SYEP)

Considered the acceptance of 1) \$150,000 from the City of Fort Lauderdale and 2) \$22,500 from the City of Tamarac for the SYEP. The funding will serve 33 economically disadvantaged youth from Fort Lauderdale and 5 youth from Tamarac, aged 16-18 years old. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 3/18 Youth and 4/15 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.)*

Jim Ryan asked Dawn Liberta to present the item. Ms. Liberta reviewed the item and its recommendations.

On a motion made by Keith Costello and seconded by Tara Williams, the BWDB/CSBD Council of Elected Officials unanimously approved the acceptance of 1) \$150,000 from the City of Fort Lauderdale and 2) \$22,500 from the City of Tamarac for the SYEP.

REPORTS

1. Taylor, Hall, Miller, and Parker (THMP) P.A. WIOA Youth Monitoring Results

THMP conducted Youth program monitoring in August and November 2024. They reviewed 40 WIOA Youth case files consisting of 2,480 elements. There were 0 findings and 0 observations, equating to a 0% error rate. CSBD commends the youth providers for their commitment to quality while providing valuable services to the community.

Jim Ryan introduced the item and invited Ron Moffett, Executive Vice President, to present the report. Mr. Moffett explained the review covered more than 2,400 elements and commended the youth providers for achieving a 0% error rate. He recognized HANDY, represented at the meeting by CEO Kirk Brown, for their outstanding work.

2. Directors & Officers (D&O) Insurance with Employment Practices Liability

The Board has authorized the President/CEO to make the purchase of D&O Insurance to cover the governing boards and management with a report to the governing boards each year as it is a single purchase of over \$10,000. Working with our agent, we received a quote from our current carrier, Philadelphia Insurance, for \$13,755.19. This represents an increase of \$565.60 over last year's premium of \$13,190. Travelers, Hartford, and Berkley MP declined to quote. We have been very satisfied with the Philadelphia Insurance Company.

Jim Ryan asked Rochelle Daniels, General Counsel, to present the item, which she did. Ms. Daniels emphasized that Philadelphia Insurance remains the most competitive option. She explained that many years ago, the Board authorized the President/CEO to authorize the purchase of D&O Insurance due to the policy renewal date not aligning with Board meetings. As it is a single purchase of over \$10,000, it is being reported in compliance with Board policy.

3. Purchase of Workers' Compensation Insurance

This is to report on the renewal of our workers' compensation policy with Bridgefield Employers Insurance Company (BEIC) for 5/1/2025 - 4/30/2026 at a cost of \$51,376.27 which is consistent with the overall increase in payroll for the Summer Youth Program. Our procurement allows us to renew the policy for three (3) one-year periods. This will be the 2nd renewal under the current procurement. The policy covers CSBD employees and the youth in our summer employment program. This is being reported in accordance with our board policy to report single purchases over \$10,000.

Jim Ryan introduced the item and invited Rochelle Daniels to provide additional remarks. Ms. Daniels stated that the slight increase in this year's premium is due to the growth of the Summer Youth Employment Program and noted that the cost is allocated across all applicable grants.

4. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 3.3 percent in March 2025. This rate was 0.4 percentage points higher than the region's year-ago rate. In March 2025, Broward County's unemployment rate was 0.2 lower than the State's rate. Out of a labor force of 1,086,217, up 3,739 (+0.3%) over the year, there were 35,362 unemployed Broward County residents. The dashboard is a value-added resource allowing businesses the ability to make data-informed decisions.

Jim Ryan asked Mark Klinecicz, Executive Vice President, to present the item. Mr. Klinecicz reported that the economic dashboard has been updated through March. He noted that Broward County's unemployment rate has increased slightly compared to last year, though it remains lower than the state average. He also acknowledged Mark Wilson, President of the Florida Chamber of Commerce, for the Chamber's valuable data resources, noting that the dashboard includes links to several of their scorecard elements.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

Mayor Dean Trantalis reviewed his Board Planning Session welcome letter, expressing appreciation for the opportunity to serve on the Council of Elected Officials and highlighting the region's resilience in the face of recent challenges. He emphasized the importance of business retention, affordable housing, and workforce initiatives such as job fairs and the summer youth employment program. He closed by expressing pride in the Council's and Board's accomplishments and enthusiasm for the work ahead.

Mayor Beam Furr shared that both the Fort Lauderdale City Commission and Broward County Commission passed a resolution in support of a locally preferred alternative to address crossing the New River, either by bridge or tunnel. He noted that this marks significant progress after prolonged uncertainty, with a firm decision expected by October 1.

Mayor Dean Trantalis inquired about a potential Brightline connection to the airport. Mayor Beam Furr responded that the County recently authorized \$20 million for a Project Development & Environment study to evaluate transit between the airport and the seaport. He added that a Brightline connection to the airport is included in the airport's master plan.

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

Board Chair Jim Ryan shared his appreciation for everyone in attendance and expressed pride in serving as Chair for 2025. He described CSBD as a "rock star group," commending the leadership team and Board Members for their dedication. Mr. Ryan spoke of his experience on many other boards, and emphasized that this one stands out for its impact and professionalism. He thanked attendees for carving time out of their busy schedules to support underserved communities and closed by expressing his enthusiasm for today's planning session.

MATTERS FROM THE BOARD

Heiko Dobrikow acknowledged Dr. Stacy Volnick for her leadership during Florida Atlantic University's presidential transition. He thanked her for her efforts in representing the university and guiding it through the selection process for a new president. Dr. Volnick expressed her appreciation and noted that, now that she is serving as Vice President of the University, she looks forward to participating in more BWDB meetings and events in person.

MATTERS FROM THE FLOOR - None.

MATTERS FROM THE PRESIDENT/CEO - None.

ADJOURNMENT 12:33 p.m.

<p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS MAY 22, 2025.</i></p>
