
MEETING MINUTES

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

**Partnership Meeting #254
Thursday, April 25, 2024
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 Josh Levy, Commissioner Tim Ryan, Dr. Ben Chen, Keith Costello, Paul Farren, Michael Goldstein, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Sandy-Michael McDonald, Felipe Pinzon, Jim Ryan, Mark Schaunaman, Richard Shawbell, Cynthia Sheppard, Shane Strum, Dr. Stacy Volnick, Marjorie Walters, Lori Wheeler, and Heiko Dobrikow, who chaired the meeting.

Guests: Jason Kruszka, Eugen Bold, Germaine Smith-Baugh, Joe Cox, and Jennifer O'Flannery-Anderson.

Staff: Carol Hylton, Ron Moffett, Mark Klinecicz, Rochelle Daniels, Tony Ash, Kimberly Bryant, Nadine Jackson, Maurice Gardner, Lucrechia Childs, Reynold Hicks, Yahalia Franklin, and Samantha Vazquez.

MISSION MOMENT

The Board members reviewed the Worlds of Work (WOW) video. Chair Heiko Dobrikow lauded the event's success, recognizing Mr. Klinecicz for his leadership, CSBD staff for their excellent preparation and execution, and the Board Members for their participation at the event. He expressed his support for making it an annual signature event for our organization. Ms. Hylton agreed and confirmed that with the success of the event, we intend to continue it annually. Ms. Hylton further stated that, per the Employer Services Committee recommendation, a digital version of the WOW informational book has been added to our website and shared with the School Board.

APPROVAL OF MINUTES

Approval of the minutes of the 2/22 BWDB meeting #253.

On a motion made by Keith Costello and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved the minutes of the 2/22 meeting #253.

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

1. Monthly Performance Report

The performance for February was provided. The data reflects that within the Big 7 Regions, CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), 1st in Welfare Transition EER, All Family and Two-parent Participation Rate, 2nd in Veterans EER, and 3rd in WP EER.

2. Letter of Support

Letters of support were written for 1) Broward College's application for two (2) industry certifications on the Master Credential and CAPE Funding Lists 2) AARP Foundation's application for the Senior Community Service Employment Program 3) Community Rightful Center's application for the Homeless Veterans Reintegration Program 4) Harmony Development Center's application for Healthy Youth Transitions Proposal 5) Bankers Healthcare Group's Quick Response Training (QRT) grant 6) Pixels on Target's QRT Grant 7) OIC's application for the Pathway Home program and 8) Broward County Public Schools' Career and Technical Education update to program courses.

On a motion made by Dr. Ben Chen and seconded by Dr. Lisa Knowles, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 4/25.

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. The state has issued redesignation instructions. The CareerSource Broward (CSBD) Council of Elected Officials must request subsequent designation in accordance with the Workforce Innovation and Opportunity Act of 2014 (WIOA) and certify their local workforce development board by 5/6/24. *(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.)*

Mr. Dobrikow asked Mayor Levy to introduce and present the item. Mayor Levy reviewed the item with Commissioner Ryan. There was no further discussion.

On a motion made by Commissioner Ryan and seconded by Mayor Levy, the CSBD Council of Elected Officials unanimously approved the Broward Workforce Development Board's recertification.

2. Broward Workforce Development Board (BWDB) Appointment

Considered the appointment of Dr. Howard Hepburn, Superintendent of Broward County Public Schools to fill the mandatory core partner Adult Basic Education and Family Literacy Act seat

on the BWDB due to the retirement of Dr. Licata. The CSBD Council of Elected Officials appoints board members following a recommendation from the BWDB. *(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.)*

Mr. Dobrikow asked Mayor Levy to introduce and present the item. Mayor Levy reviewed it with Commissioner Ryan. There was no further discussion.

On a motion made by Commissioner Ryan and seconded by Mayor Levy, the CSBD Council of Elected Officials unanimously approved the appointment of Dr. Howard Hepburn, Superintendent of Broward County Public Schools, to fill the mandatory core partner Adult Basic Education and Family Literacy Act seat on the BWDB.

3. Approval of Work Experience Contracts for Locality Bank

Considered the approval of 1) an adult WIOA non-financial work experience contract and 2) a non-financial Summer Youth Employment Program (SYEP) contract with Locality Bank. CareerSource Broward is the employer of record. Because Keith Costello, Board member, is a partner, and Heiko Dobrikow, Board Chair, is Chair of the advisory board and a shareholder of the Bank, this recommendation must be approved by a 2/3 vote of the BWDB members present with an established quorum at the BWDB meeting. Approved at the 3/18 Youth Committee and 4/8 Executive Committee meetings. *(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.)*

Mr. Dobrikow declared a conflict and passed the meeting to Vice-Chair Jim Ryan, who introduced the item. At Mr. Ryan's request, Ms. Liberta presented the item and the recommendation to the members.

Mr. Dobrikow and Mr. Costello declared their conflicts, refrained from discussion, and did not vote.

Commissioner Ryan requested that Mr. Costello provide an update on the financial health of the bank. Mr. Costello reported they held their second annual shareholder meeting last week. The bank has experienced significant growth, increasing by \$100 million per year, with loans and deposits rising by 95% from 2022 to 2023. He expressed that this growth underscores the need for another local community bank in Broward County.

On a motion made by Commissioner Ryan and seconded by Shane Strum, the BWDB/CSBD Council of Elected Officials unanimously approved 1) an adult WIOA non-financial work experience contract and 2) a non-financial Summer Youth Employment Program (SYEP) contract with Locality Bank.

Mr. Ryan passed the meeting back to Mr. Dobrikow.

4. Approval of Work Experience Contract for Healthy Mothers, Healthy Babies

Considered the approval of a non-financial 1) WIOA adult work experience contract and 2) SYEP contract with Healthy Mothers, Healthy Babies. CareerSource Broward is the employer of record. Because Board Member Dawn Liberta is the Executive Director, this recommendation must be approved by a 2/3 vote of the BWDB members present with an established quorum at the BWDB meeting. Approved at the 4/8 Executive Committee meeting. *(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.)

Mr. Dobrikow asked Ms. Liberta to declare her conflict. Ms. Liberta declared her conflict and abstained from the discussion and vote. Mr. Dobrikow then introduced and presented the item. There was no further discussion.

On a motion made by Felipe Pinzon and seconded by Mayor Levy, the BWDB/CSBD Council of Elected Officials unanimously approved 1) an adult WIOA non-financial work experience contract and 2) a non-financial Summer Youth Employment Program (SYEP) contract with Healthy Mothers, Healthy Babies.

5. School Board Youth Contract for Out-of-School and In-School Youth

Considered the approval of contracts with the School Board of Broward County (SBBC) to serve 1) 135 Out-of-School Youth (OSY) for \$525,000 and 2) 50 In-School Youth (ISY) for \$200,000 in accordance with the recommendations of the Review Committee, which met on 3/12. Additional recommendations are addressed further in the agenda. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods. This recommendation must be approved by a 2/3 vote of the BWDB members present with an established quorum at the BWDB meeting. Approved at the 3/18 Youth and 4/8 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. Dobrikow asked Ms. Liberta to introduce and present the item, which she did. There was no further discussion.

On a motion made by Richard Shawbell and seconded by Sandy-Michael McDonald, the BWDB/CSBD Council of Elected Officials unanimously approved contracts with the School Board of Broward County to serve 1) 135 Out-of-School Youth (OSY) for \$525,000 and 2) 50 In-School Youth (ISY) for \$200,000.

6. Approval of Contract Recommendations for OSY and ISY Providers

Considered the approval of entry into contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft. Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY in accordance with the recommendations of the Review Committee, which met on 3/12. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods. Approved at the 3/18 Youth and 4/8 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. Dobrikow asked Ms. Liberta to introduce and present the item. Ms. Liberta reviewed the in-school and out-of-school contract recommendations.

Mr. Farren requested an explanation for the variance in the cost per individual served. Ms. Hylton clarified that the cost variance is due to differing service models delivered by the providers to address the needs of the youth.

On a motion made by Paul Farren and seconded by Keith Costello, the BWDB/CSBD Council of Elected Officials unanimously approved entry into contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft. Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY.

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

Considered the acceptance of \$50,000 from the City of Dania Beach for the SYEP. The funding will serve 11 economically disadvantaged youth, aged 16-18 years old, who reside within the legal boundaries of the City of Dania Beach. Each youth will receive three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 3/18 Youth Committee and 4/8 Executive Committee meetings. *(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.)*

Mr. Dobrikow asked Ms. Liberta to introduce and present the item. There was no further discussion.

On a motion made by Jim Ryan and seconded by Lori Wheeler, the BWDB/CSBD Council of Elected Officials unanimously approved the acceptance of \$50,000 from the City of Dania Beach for the SYEP.

8. Accept Donations for the Worlds of Work (WOW) Event

Considered the acceptance of \$15,000 in donations from various organizations, including a number of our Board members, to support the 2024 WOW Career Exploration event. CSBD partnered with the School Board of Broward County to host the event at the Amerant Bank Arena on 3/14, where 9th and 10th graders from high schools across the county learned about nine in-demand industries or “worlds” through hands-on and virtual reality immersive exhibits. The event was made possible by the generous support of our partners, employers, education institutions, and donors. This includes an additional \$500 received subsequent to the committee meetings. Approved at the 3/18 Youth and 4/8 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, technology and relevancy.)*

Mr. Dobrikow asked Ms. Liberta to introduce and present the item. There was no further discussion.

On a motion made by Commissioner Ryan and seconded by Lori Wheeler, the BWDB/CSBD Council of Elected Officials unanimously approved the acceptance of \$15,000 in donations from various organizations to support the 2024 WOW Career Exploration event.

9. **Accept Donations for the 2024 State of the Workforce Event**

Considered the acceptance of 1) \$5,000 donation from the Greater Ft. Lauderdale Chamber of Commerce and 2) \$2,445 donated to CSBD through Eventbrite for a total of \$7,445. The donations will be used to off-set the cost of the speaker and the AV rental costs. A number of board members also supported the event by purchasing sponsorships through our partner Chambers of Commerce and we would like to acknowledge and thank them for helping to make the event a success. Approved at the 4/1 Employer Services and 4/8 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, technology and relevancy.)*

Mr. Dobrikow introduced and presented the item. There was no further discussion.

On a motion made by Mayor Levy and seconded by Mayor Trantalis, the BWDB/CSBD Council of Elected Officials unanimously approved the acceptance of \$7,445 in donations to support the 2024 State of the Workforce event.

REPORTS

1. **Purchase of Workers' Compensation Insurance**

This was a report on the renewal of our workers' compensation policy with Bridgefield Employers Insurance Company (BEIC) for 5/1/2024 - 4/30/2025 at a cost of \$32,594.18, which is a \$13,781 decrease from last year's policy. Our procurement allows us to renew the policy for three (3) one-year periods. This will be the 1st 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.

Mr. Dobrikow asked Ms. Hylton to review the item. Ms. Hylton explained this was the annual purchase of our workers' compensation policy that covers CSBD employees and the youth in our summer youth employment.

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 \$13,190 and from Cincinnati Insurance Company at \$19,836. The quote from Philadelphia Insurance is \$463 more than our premium last year of \$12,727. We have been very satisfied with the Philadelphia Insurance Company.

Mr. Dobrikow asked Ms. Daniels to review the item, which she did.

3. **Total Network Consulting, LLC Incumbent Worker Training Grant Application**

Total Network Consulting, Inc. applied for an Incumbent Worker Training (IWT) grant in the amount of \$79,324 to train 12 employees who will receive job-related certifications. The agreement will cross program years, and we will obligate funds accordingly. In accordance with governing boards' policy, IWT grant applications of \$50,000 go to the Employer Services and the Executive Committees for consideration, with a report to the BWDB and CSBD Council of Elected Officials at their next meeting. Approved at the 4/1 Employer Services and 4/8 Executive Committee meetings.

Mr. Dobrikow asked Ms. Hylton to review the item. Ms. Hylton informed the members the Employer Services and Executive committees supported the award of this IWT grant with a report to the Board.

4. Broward County Unemployment and Economic Dashboard

The unemployment rate in Broward County was 3.2 percent in March 2024. This rate was 0.6 percentage points higher than the region's year-ago rate. In March 2024, Broward County's unemployment rate was 0.1 percent less than the State's rate. Out of a labor force of 1,097,797, up 20,499 (+1.9 percent) over the year, there were 35,320 unemployed Broward County residents. The dashboard is a value-added resource, allowing businesses the ability to make data-informed decisions. A new tile was added, which provides a year-over-year comparison of tax and revenue data to identify trends in the hotel and lodging industry.

Mr. Dobrikow reviewed Broward County's unemployment report and the Economic Dashboard. He commended the CSBD staff for effectively maintaining the data and noted that he used the dashboard three times last week during discussions with other professionals to illustrate the county's current labor and economic status.

Ms. O'Flannery-Anderson asked to be recognized and inquired whether the Fort Lauderdale Arrivals tile tracked relocations into or out of Broward County. Mr. Dobrikow clarified that the tile does not currently include migration data. Ms. Hylton indicated that we would reach out to our economist to see if such information is available.

5. Florida Atlantic University (FAU) Wins Award

Under Board member Dr. Stacy Volnick's leadership, FAU was recognized by the American Council on Education as the winner of the prestigious ACE/Fidelity Investments Award for Institutional Transformation. FAU was lauded for doubling its graduation rate with no student left behind based on income, race, or first-generation status. Congratulations, Dr. Volnick!

Mr. Dobrikow congratulated Dr. Volnick on her award and invited her to add further comments.

Dr. Volnick acknowledged the awarding organization's prestige in higher education, noting that it annually recognizes only one large university for transformative work in addressing key challenges, including graduation rates. She then highlighted FAU's achievements, pointing out that 40% of its students come from low-income backgrounds and 30% are first-generation. Even with these challenges, the university has maintained a 95% retention rate and doubled its graduation rates.

6. Board Members Recognition

This is to inform the board of 1) Cynthia Gaber's and 2) Dr. Peter Licata's resignations due to their retirements. We will invite both back to an upcoming meeting and "plaque" them.

Mr. Dobrikow acknowledged the resignations and thanked both for their service to the board.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

Commissioner Ryan asked Mayor Trantalis to discuss the impact of the new Baptist Health IcePlex at Holiday Park, now home to the Florida Panthers' NHL operations. Mayor Trantalis reported that the facility has received significant positive community feedback.

Commissioner Ryan requested Mr. McDonald discuss the upcoming event aimed at educating and recruiting small businesses to become certified vendors with Broward County. Mr. McDonald confirmed that the seventh annual Broward & Beyond Business Conference will be held next Friday, May 3rd, from 8 a.m. to 5 p.m. at the Broward County Convention Center. He noted that the event typically attracts up to 850 local businesses. Ms. Hylton confirmed CSBD's participation in the event.

Commissioner Ryan then asked Mr. Strum to discuss the collaborative projects between the North Broward and South Broward Hospital districts. Mr. Strum reported that Broward Health is partnering with most of Broward's other healthcare systems on several initiatives, highlighting the Cardiac CTA program, the partnership with FAU to create the first academic medical center in the county, and the development of a new facility to provide OB-GYN services in underserved communities. Commissioner Ryan commended Mr. Strum's efforts to educate families on the processes for obtaining and maintaining Medicaid eligibility.

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

None.

MATTERS FROM THE BOARD

None.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton informed the members that CSBD is partnering with Nova Southeastern University to hold a technology employer forum tomorrow to address workforce issues in this sector.

Ms. Hylton indicated that, in the interest of time to move us into the Board Planning session, she had no further comments.

ADJOURNMENT 12:49 p.m.

<p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS MAY 23, 2024.</i></p>
