
MEETING MINUTES

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

**Partnership Meeting #249
Thursday, June 22, 2023
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 via Zoom/in person: Mayor Dean Trantalis, Mayor Josh Levy (Phone), Commissioner Tim Ryan, Zac Cassidy, Dr. Ben Chen, Paul Farren, Cynthia Gaber, Michael Goldstein, Frank Horkey, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Felipe Pinzon, Jim Ryan, Pam Sands, Cynthia Sheppard, Shane Strum, Marjorie Walters, Lori Wheeler, Tara Williams and Heiko Dobrikow, who chaired the meeting.

Guests: Eugene Bold and Jason Kruszka, Commissioner Ryan's office.

Staff: Carol Hylton, Ron Moffett, Mark Klinecicz, Rochelle Daniels, Tony Ash, Andrew Skobinsky, and Michele Baldis.

MISSION MOMENT

Sonjia Sanctious an alumna of the Summer Youth Employment Program provided the mission moment.

Six youth who have been assigned to CSBD's Administrative Office introduced themselves and shared what would be their dream job.

The SYEP Opening Day and The Learn Work Win job fair videos were also shown. Mr. Dobrikow complimented staff and our community partners for successfully executing a complicated and multi-faceted event.

PRESENTATION TO THE BOARD

Shawn Brown, Benefits Administrator, One-Stop Program Support, and Yvette McCullough, Revenue Program Administrator, presented the Florida Department of Economic Opportunity Annual Performance report.

APPROVAL OF MINUTES

Approval of the minutes of the 4/27 BWDB Meeting #248.

On a motion made by Frank Horkey and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the minutes of the 4/27 Meeting #248.

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 Frank Horkey and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved the Consent Agenda of 6/22/2023.

1. Monthly Performance Report

The current performance for the month of April is 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), WTP All Family and Two Parent participation rate, and ranks 2nd in Wagner Peyser EER.

2. Letters of Support

Letters of support were written for 1) the City of Fort Lauderdale's Good Jobs, Great Cities proposal to the National League of Cities to design a comprehensive Public Works Academy to prepare workers from low-income communities to support infrastructure projects 2) Longhorn Gator's Quick Response Training Grant (QRT) application to support the creation of 27 jobs 3) Pixels on Target's QRT Grant application to support the creation of 25 jobs and 4) Church World Services Southeast Region's application for federal assistance through the Home Study and Post Release Services for unaccompanied Children Program.

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

Considered approval of the new MOUs with our legislative One-Stop partners. Pursuant to the Workforce Innovation and Opportunity Act, the governing boards are required to enter into MOUs for the coordination of services to participants, which may be technological through the

one-stop career system. Our new MOU includes CrossWalk for cross referrals and a one-stop strategic plan. The partners must also support the infrastructure and operating costs of the one-stop proportionate to their use, as a part of the MOU. The legislative core partners requiring an MOU are 1) The School Board of Broward County 2) Broward College 3) Vocational Rehabilitation 4) Broward County 5) AARP and 6) OIC of South Florida. Because Board members Cynthia Gaber, Tara Williams, and Dr. Smiley are employed by one-stop partners, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting. Approved at the 6/6 One Stop Services and 6/12 Executive Committee meetings. *(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 Ms. Daniels to present the item.

Ms. Daniels introduced the item and explained the changes that require new MOUs with the core legislative partners. There was no further discussion.

On a motion made by Mayor Dean Trantalis and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the new Memorandums of Understanding between CSBD and the legislative One-Stop Partners.

2. PY 23/24 Integrative Staffing Group Contract Renewal

Considered renewal of the Integrative Staffing Group, Inc. (ISG) contract for PY 23/24. ISG staffs our one-stop career centers. They meet all of our financial and personnel requests and work to keep benefit and insurance costs contained. Their fee remains the same as last year at \$85 per employee per pay period for a total fee of approximately \$181,220 based on our projected staffing level. This is the first of three one-year renewal terms under the current procurement. CSBD is very pleased with its performance. Approved at the 6/6 One Stop Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton introduced and reviewed the item and expressed staff's satisfactory experience with ISG over the past year. There was no further discussion.

On a motion made by Frank Horkey and seconded by Jim Ryan, the BWDB/CSBD Council of Elected Officials unanimously approved the PY 23/24 Integrative Staffing Group contract renewal.

3. One-Stop Operator Contract Renewal

Considered renewal of the contract with Workforce Guidance Associates, LLC. (WGA) and to increase the roles and responsibilities of Ms. Nadine Gregoire-Jackson, WGA's principal, from part-time to full-time to encompass additional duties. This will include supervising the community liaison, assisting with grant acquisition, and oversight of some dedicated grants in addition to the OSO duties. This will save us money by utilizing WGA already under contract with us. The contract would be increased from \$65,000 to \$110,000, subject to negotiation, to cover wages and benefits. This is the first of two renewals under the current procurement. The cost will stay the same through the next renewal. Approved at the 6/6 One Stop Services and 6/12 Executive

Committee meetings. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

Mr. Dobrikow asked Ms. Daniels to present the item.

Ms. Daniels introduced and reviewed the item.

Mr. Horkey asked if Ms. Gregoire-Jackson is still an independent contractor. Carol Hylton stated, yes.

Mr. Dobrikow gave accolades for the work Nadine Gregoire-Jackson has been doing and expressed his support for this recommendation.

On a motion made by Francois Leconte and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved the One-Stop Operator contract renewal.

4. Able Operations Contract Renewal

Considered renewal of the contract with Able Operations. The contract is up to \$25,000, subject to negotiation. Aaron Schmerbeck, Ph.D., will keep our LMI Tiles on the CSBD website updated and will address regional LMI requests of our local governing boards. This is the first of two renewals under the current procurement. *(This is in alignment with the Board goal to maintain our role as workforce development leaders through advocacy by the Board, collaboration, providing information and intelligence to stakeholders with feedback from the community.)*

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton stated that over the past year, Dr. Schmerbeck has continued to provide valuable analysis on local labor market conditions that have assisted us, the Board, and the business community. For these reasons, Ms. Hylton stated that we'd like to continue engaging his services so we can keep the data and information on our local economy up to date throughout the year.

Mr. Dobrikow commented on the fantastic job Dr. Schmerbeck is doing.

On a motion made by Frank Horkey and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the renewal of the contract with Able Operations.

5. Transfer of WIOA Dislocated Worker Funds to WIOA Adult Funds

Considered the transfer of up to \$1,000,000 from the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker funding stream to the WIOA Adult funding stream. WIOA allows local boards 100% transferability between the two funding streams. We monitor the demand for services and the expenditure rate of the funding streams, and we request transfer authority as needed. We are seeing more Adult eligible customers than dislocated workers; therefore, this transfer is shifting funds to where they are needed. These funds will be used to provide adult customers with employment services that include 1) Occupational skills training 2) Work Experience, and 3) On-the-Job training. Approved at the 5/2 One Stop Services and 6/12

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.)*

Mr. Dobrikow asked Mr. Moffett to present the item.

Mr. Moffett introduced and reviewed the item. There was no further discussion.

On a motion made by Paul Farren and seconded by Michael Goldstein, the BWDB/CSBD Council of Elected Officials unanimously approved the transfer of WIOA Dislocated Worker funds to WIOA Adult funds.

6. Accept WIOA National Dislocated Worker Grant Funds

Considered approval of \$1,000,000 in WIOA National Dislocated Worker Grant funds from the Florida Department of Economic Opportunity. These disaster relief funds provide temporary jobs to assist with humanitarian aid, clean-up, and restoration activities in Broward County due to the recent flooding. Approved at the 6/6 One Stop Services and 6/12 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.)*

Mr. Moffett introduced and reviewed the item.

Commissioner Ryan asked for an explanation of the amount of the award and if there are eligibility requirements to receive the services provided by this grant. Ms. Hylton explained the amount we received was based on our request for emergency disaster relief funds available from the state. Ms. Hylton further explained that homeowners cannot directly receive the funds. We are working with municipalities and humanitarian organizations to provide funds where needed for clean-up and restoration activities.

On a motion made by Francois Leconte and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously accepted \$1,000,000 in WIOA National Dislocated Worker Grant funds.

7. Program Year 23/24 Preliminary Budget

The Program Year (PY) 23/24 Preliminary Budget reflects an overall decrease of 8.6% or (\$1,801,836) in formula funds. The decrease in formula funds is due to an overall reduction in State allocation. The total amount of PY 23/24 formula and carry forward that we project to be available is \$19,264,993 as compared to \$21,066,829 actual in PY 22/23. The budget continues to emphasize investments in customer training and getting the unemployed back to work and it aligns with WIOA and achieving Board strategic initiatives and key business results. CSBD recommends acceptance and approval of the preliminary PY 23/24 budget. Approved at the 6/6 One Stop Services and 6/12 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.)*

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton provided the Budget Presentation for PY 23/24. During the presentation, Ms. Hylton explained the factors taken into consideration in constructing the budget and the strategies put in place to absorb the overall reduction in the allocations we received from the state.

On a motion made by Frank Horkey and seconded by Mayor Dean Trantalis, the BWDB/CSBD Council of Elected Officials unanimously approved the PY 23/24 Preliminary Budget.

8. Summer Youth Work Experience Contract with OutPLEX

Considered approval of a SYEP contract with OutPLEX for summer 2023. 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 Vice-Chair, Jim Ryan is employed by OutPLEX, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(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 introduced and reviewed the item. Vice-Chair, Jim Ryan stated his conflict, abstained from voting, and will be required to submit a conflict of interest form.

On a motion made by Mayor Dean Trantalis and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved the Summer Youth Work Experience contract with OutPLEX for summer 2023.

9. WIOA Work Experience Contract Approval for Riverside Hotel

Considered approval of a WIOA Work Experience (WEX) contract with the Las Olas Company, Inc. (LOC), the parent company of the Riverside Hotel for Program Year (PY) 23/24. One of the strategies identified from the recent Hospitality Employer Forum in April was for employers and local education providers to partner with CSBD to place WIOA students that have either graduated or are soon to graduate into paid internship programs. Students will be placed in positions such as front-of-house representatives, guest services associates, dining support, and maintenance engineers. WEX contracts are non-financial, as CareerSource Broward is the employer of record. Because Board Chair Heiko Dobrikow is employed by the LOC, a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 6/5 Employer Services and 6/12 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.)*

Chair Heiko Dobrikow passed control of the meeting to Vice Chair Jim Ryan who introduced and reviewed the item. Heiko Dobrikow stated his conflict, abstained from voting, and will be required to submit a conflict-of-interest form.

On a motion made by Frank Horkey and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved a WIOA Work Experience contract with the Las Olas Company, Inc., the parent company of the Riverside Hotel for PY 23/24.

10. Summer Youth Work Experience Contract with Riverside Hotel

Considered approval of a Summer Youth Employment Program (SYEP) contract with Las Olas Company dba Riverside Hotel for summer 2023. Riverside Hotel has requested thirteen youth. 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 Heiko Dobrikow is employed by the Riverside Hotel, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(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.)*

Sitting as Chair, Vice Chair Mr. Ryan introduced and reviewed the item. Heiko Dobrikow stated his conflict, abstained from voting, and will be required to submit a conflict of interest form.

On a motion made by Mayor Dean Trantalis and seconded by Felipe Pinzon, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Las Olas Company dba Riverside Hotel for summer 2023.

Vice Chair Jim Ryan passed control of the meeting back to Mr. Dobrikow, who chaired the rest of the meeting.

11. Summer Youth Work Experience Contract with Advanced Roofing

Considered approval of a SYEP contract with Advanced Roofing for summer 2023. 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 Kevin Kornahrens is employed by Advanced Roofing, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(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 introduced and reviewed the item. Board member Kevin Kornahrens stated his conflict, abstained from voting, and will be required to submit a conflict of interest form.

On a motion made by Francois Leconte and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Advanced Roofing for summer 2023.

12. Summer Youth Work Experience Contract with Broward County

Considered approval of a SYEP contract with Broward County for summer 2023. 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 members Sandy McDonald and Tara Williams are employed by Broward County, they will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at

6/12 Executive Committee meeting. *(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 introduced and reviewed the item. Board member Tara Williams stated her conflict, abstained from voting, and will be required to submit a conflict-of-interest form.

On a motion made by Felipe Pinzon and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Broward County for summer 2023.

13. Summer Youth Work Experience Contract with the School Board of Broward County

Considered approval of an SYEP contract with the School Board of Broward County (SBBC) for summer 2023. 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 Dr. Earlean Smiley is employed by the SBBC, she will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(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 introduced and reviewed the item. There was no further discussion.

On a motion made by Felipe Pinzon and seconded by Francois Leconte, BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with the School Board of Broward County for summer 2023.

14. Summer Youth Work Experience Contract with Broward Health

Considered approval of a SYEP contract with Broward Health for summer 2023. 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 Shane Strum is employed by Broward Health, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at 6/12 Executive Committee meeting. *(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 introduced and reviewed the item. Board member Shane Strum stated his conflict, abstained from voting and will be required to submit a conflict-of-interest form. There was no further discussion.

On a motion made by Frank Horkey and seconded by Jim Ryan, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial SYEP contract with Broward Health for summer 2023.

15. WIOA Youth Work Experience Contract Approval for Broward Education Foundation

Considered approval of a non-financial Workforce Innovation and Opportunity Act (WIOA) Youth Work Experience contract with the Broward Education Foundation, Inc. (BEF) for Program Year 23/24. Youth assigned to the BEF obtain skills on how to maintain detailed and accurate inventories of merchandise in a warehouse setting. BEF has been a Work Experience site for the WIOA Youth program since 2017. CSBD and the BEF would like to continue this successful partnership for PY 23/24. Because Board member Mr. Horkey is a member of the BEF Board of Directors, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 6/12 Executive Committee meeting. *(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 introduced and reviewed the item. Board member Frank Horkey stated his conflict, abstained from voting, and will be required to submit a conflict-of-interest form. There was no further discussion.

On a motion made by Paul Farren and seconded by Francois Leconte, the BWDB/CSBD Council of Elected Officials unanimously approved a non-financial WIOA Youth Work Experience contract with the Broward Education Foundation for PY 23/24.

16. The Greater Fort Lauderdale Alliance (GFLA) Economic Sourcebook Ad

Considered approval to place an advertisement in the GFLA 2024 Economic Sourcebook to increase employer awareness of our business services. The cost of the ad is \$3,823. GFLA is a partner in the Sourcebook and will realize about \$382 from the ad. Because Board member, Bob Swindell, represents GFLA, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required. Approved at the 6/5 Employer Services and 6/12 Executive Committee meetings. *(This is in alignment with the Board's 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 Mr. Leconte to introduce and present the item, which he did.

Ms. Daniels reminded the Board that while the state does not have to approve the Board's action, a Form 8B still must be filled out by each member who because of their association with the GFLA has a conflict of interest. This includes Bob Swindell, Mayor Josh Levy, Heiko Dobrikow, Keith Castello, Rufus James, Sandy McDonald, Felipe Pinzon, and Lori Wheeler.

On a motion made by Francois Leconte and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the placement of an advertisement in the GFLA 2024 Economic Sourcebook.

17. 2023 Planning Session Report

Considered approval of the BWDB annual planning session recommendations on the strategic goals and objectives for PY 23/24. The BWDB held its annual strategic planning session on 4/27. After the opening remarks Board, Council members and guests formed workgroups to

discuss goals and objectives for the upcoming year. The planning session ended with each group reporting on their recommendations. Once approved, the work groups' responses will form the basis for the board's goals and objectives for the upcoming year and will be sent to the committees to deploy. Approved at the 6/12 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.)*

Mr. Dobrikow thanked everyone for their engagement during the planning session and asked Ms. Hylton to review the strategies that came from the two breakout groups.

Ms. Hylton highlighted the BWDB's annual planning session recommendations on the strategic goals and objectives for PY 23/24 and stated that once approved they will be brought to the individual committees. Ms. Hylton summarized the discussion on regionalism and explained that at a recent meeting, she attended, a map was presented showing the local areas that would be grouped together for collaboration purposes. We are mapped with Miami, which is in the process of realignment which takes precedence over regionalism and will take a year.

Frank Horkey stated that Mr. Dobrikow should consider commencing communication with the Chair of the South Florida (Miami) workforce board. Heiko Dobrikow agreed and stated that he plans to start reaching out to the workforce board chairs of Miami and Palm Beach over the next few months to initiate discussion and explore what regionalism could look like and develop some strategies.

Commissioner Ryan added that organizations that already have a regional presence such as the Tri-Rail transit system and regional hospitals should also be part of the regionalism discussion.

Ms. Hylton stated that our Employer Survey, which was already sent out has questions about regionalism so that we can get feedback from the employers' perspective.

Lastly, Ms. Hylton also discussed the building project for the State-owned Oakland Park Career Center. She stated that as a next step in the process, we will ask for a cost analysis from the State that we will bring to the Audit Committee and the Elected Officials for them to consider moving forward.

On a motion made by Mayor Dean Trantalis and seconded by Commissioner Tim Ryan, the BWDB/CSBD Council of Elected Officials unanimously accepted the BWDB Annual Planning Session recommendations on the strategic goals and objectives for PY 23/24.

18. Continued Eligibility for Five (5) Existing ITA Providers

Considered the approval of continued eligibility for a two-year period for existing eligible training providers 1) APEX Training Center 2) Dentrilogy Academy 3) Dick Robinson Media Code School, LLC dba Connecticut School of Broadcasting 4) Dick Robinson Media Code School, LLC dba Palm Beach Code School 5) Margate Medical Training Center and maintain their currently approved occupational training programs on our ITA list. This is in accordance with WIOA, which requires providers to be re-evaluated and approved for continuation on the ETP List after their initial year of eligibility. All five of these providers have met continued eligibility requirements that include licensure, accreditation, issuance of an industry-recognized credential, and reporting to the Florida Education and Training Placement Information Program. CSBD reviewed the applications for completeness and to ensure that CareerSource Florida

requirements and Board mandated criteria are met for both schools. Approved at the 5/2 One Stop Services and 6/12 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. Dobrikow asked Mr. Moffett to introduce and present the item

Mr. Moffett reviewed the item and recommendation with the members. There was no further discussion.

On a motion made by Commissioner Tim Ryan and seconded by Frank Horkey, the BWDB/CSBD Council of Elected Officials unanimously approved continued eligibility for a two-year period for existing eligible training providers 1) APEX Training Center 2) Dentrilogy Academy 3) Dick Robinson Media Code School, LLC dba Connecticut School of Broadcasting 4) Dick Robinson Media Code School, LLC dba Palm Beach Code School 5) Margate Medical Training Center and to maintain their currently approved occupational training programs on our ITA list.

19. Additional Training Programs for Existing Providers Concorde Career Institute, Dentrilogy Academy, and The Academy of South Florida

Considered approval to add five (5) occupational training programs to the Individual Training Account list 1) Concorde Career Institute's Diagnostic Medical Sonography and 2) Cardiovascular Sonography, 3) Dentrilogy Academy's Entry Level Dental Front Office Administration and 4) Entry Level Dental Function & Front Office Administration and 5) The Academy of South Florida's Project Manager Professional. Per state law, CSBD cannot take cost into consideration when reviewing the programs. While the law requires that participants have customer choice in the selection of training programs, CSBD success coaches advise participants regarding all alternatives as a component of customer choice. Approved at the 5/2 One Stop Services and 6/12 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. Moffett introduced and reviewed the item. There was no further discussion.

On a motion made by Jim Ryan and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved the addition of five (5) occupational training programs to the Individual Training Account list 1) Concorde Career Institute's Diagnostic Medical Sonography and 2) Cardiovascular Sonography, 3) Dentrilogy Academy's Entry Level Dental Front Office Administration and 4) Entry Level Dental Function & Front Office Administration and 5) The Academy of South Florida's Project Manager Professional.

20. CareerSource Broward Marketing and Communication Plan for PY 23/24

Considered approval of CSBD's marketing and communication plan for PY 23/24. Each year, CSBD implements targeted and strategic outreach to job seekers, employers, and community stakeholders, through the press, digital, print, and social media in an effort to increase awareness of CSBD services. This year's strategies include collaborating with BWDB members

as brand ambassadors, marketing CSBD's value proposition to employers, enhanced community outreach, targeted marketing to distressed communities and in-school youth, and collaboration with core partners such as industry associations, chambers of commerce, local municipalities, and additional stakeholder groups. Approved at the 6/5 Employer Services and 6/12 Executive Committee meetings. (*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.*)

Mr. Dobrikow asked Mr. Leconte to introduce and present the item.

Mr. Leconte explained that the plan provides a clear value proposition for employers to partner with CareerSource Broward across all recruiting, training, and hiring activities. Mr. Leconte stated the plan showcases the CSBD Broward County Economic and Workforce Dashboard as a resource for business. Lastly, Mr. Leconte pointed out that the plan incorporates digital storytelling to tell the CareerSource Broward story and engage the audience and that the plan includes targeted messages to in-school (younger) youth in grades 9-10

Mr. Dobrikow commented that the plan was well done, especially the storytelling aspect.

On a motion made by Francois Leconte and seconded by Zac Cassidy, the BWDB/CSBD Council of Elected Officials unanimously approved CareerSource Broward's marketing and communications plan for PY 23/24.

21. One-Stop Centers' Hours of Operation and Holiday Schedule

Considered the approval of the one-stop centers' hours of operation and holiday schedule. There are no changes to our hours of operation or our holidays for the upcoming year. The Florida Department of Economic Opportunity requires the governing boards' annual approval of the one-stop center 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 p.m. Our holidays are aligned with those of Broward County.

Mr. Dobrikow asked Ms. Hylton to present the item.

Ms. Hylton introduced and reviewed the item. There was no further discussion.

On a motion made by Frank Horkey and seconded by Paul Farren, the BWDB/CSBD Council of Elected Officials unanimously approved the One-Stop Center Hours of Operation and Holiday Schedule.

REPORTS

1. Funds From the Community Foundation of Broward to Assist Employees

Immediately following the flooding in Broward, we were informed by the Community Foundation that they were awarded funds to assist employees who serve the public and who were impacted by the flooding. We had requests for assistance from 22 staff, so we submitted our application to the Community Foundation. We received \$22,000 in funds and will be awarding up to \$1,000 per staff person.

Ms. Hylton shared that Jennifer O’Flannery Anderson, the president of the Community Foundation, mentioned they had funds available for staff who were affected by the flood. Within a 24-hour window, 22 staff members submitted applications to receive funds for up to \$1,000 each.

Mr. Horkey thanked Ms. Hylton for her efforts to acquire not only this but other additional funding as well.

2. Update on our Intermediary Initiatives

This is an update on CSBD’s Industry Intermediary initiatives. In order to increase outreach, access, and visibility to Broward County businesses within targeted industries, CSBD employs staff to work in specific in-demand sectors. This has allowed us to become subject matter experts in supporting the workforce needs of a targeted industry, gain wider penetration within the industry, and use our resources to provide customized solutions.

Tony Ash, Vice President of Employer Services, drew attention to several areas in the report pointing out the strategic approaches we developed targeted to specific industries deemed emerging sectors by the Greater Fort Lauderdale Alliance and Broward County Government.

Mr. Dobrikow remarked that the forums hosted by CSBD are highly productive in engaging employers in our programs. He suggested that the forums be held at different locations throughout the county to attract even more interest from employers.

3. Purchase of Workers’ Compensation Insurance

Our current procurement for a workers’ compensation policy ended. The policy covers CSBD employees and the youth in our summer employment program. Our agent shopped the market, and the following insurance providers: Employers Group, FHM/LUBA Insurance, AmTrust, and Zenith, all declined to quote. We are being offered a quote from our current provider Bridgefield Employers Insurance Company (BEIC) at a cost of \$46,375.91 for 5/1/23 – 4/30/24 with the option to renew for three (3) one-year periods. This is a \$26,617.27 decrease from our previous policy with BEIC. This is being reported in accordance with our board policy to report single purchases over \$10,000.

4. Directors & Officers (D&O) Insurance with Employment Practices 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 current policy for D&O and Employment Practices Liability Insurance is expiring. Our current carrier, Philadelphia Insurance, provided a quote. The policy cost is \$12,727, which is \$302 more than last year’s premium of \$12,425. This is being reported in accordance with our board policy to report single purchases over \$10,000.

5. Broward County Unemployment

The unemployment rate in the CareerSource Broward region (Broward County) was 2.6 percent in May 2023. This rate was 0.1 a percentage point lower than the region’s year-ago rate of 2.7 percent. The region’s May 2023 unemployment rate was 0.1 percent a percentage point lower

than the state rate of 2.7 percent. The labor force was 1,086,370, up 20,375 (+1.9 percent) over the year. There were 28,619 unemployed residents in the region.

6. CSBD Broward County Economic & Workforce Dashboard

The current Dashboard for the month of May is provided for review. The user-friendly dashboard on our website allows users to drill down on economic and workforce data to view trends and extrapolate information.

Mr. Dobrikow reiterated how important the dashboard is to provide economic information to employers. He highlighted the heat map of zip codes with the highest percentage of active job seekers, which can be used to determine the best locations for marketing and job fairs. He also pointed out the labor deficit page showing that we don't have enough job seekers to fill the open jobs. The dashboard can tell employers the story of our current job market.

7. The Marine Industries Association of South Florida's Prestigious 2023 Golden Anchor Award

Bob Swindell was recently honored by the Marine Industries Association of South Florida for his lifetime of work and achievement in support of the industry.

8. Riverwalk Trust "Tribute" and The 2023 Banking Tech Awards

Bob Swindell and Keith Costello were honored by Riverwalk Fort Lauderdale at its recent Tribute event for their leadership in the Greater Fort Lauderdale community and FinTech Futures recently honored Keith Costello and Locality Bank at the 2023 Banking Tech Awards as the winner in the prestigious Best Community Bank/Credit Union Modernization category.

9. Broward Education Foundation (BEF) Recognition

Mr. Horkey was honored by the BEF for his years of service on the Board and devotion to supporting the students and teachers of Broward County Public Schools. Mr. Horkey's tenure was recognized as an invaluable part of BEF's success.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

None

MATTERS FROM THE BROWARD WORKFORCE DEVELOPMENT BOARD CHAIR

Mr. Dobrikow encouraged the board to be more engaged, particularly through LinkedIn, which is a great tool for engagement. He asked the board and the staff to be digital ambassadors and follow CSBD on a regular basis.

MATTERS FROM THE BOARD

Mr. Horkey shared that there is a training program on July 12th for philanthropy at Nova Southeast University. Those who attend receive 7 hours of CFR credit.

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton congratulated Eugene Bold, Commissioner Ryan's assistant, for receiving his Master's in Public Administration to go along with the MBA he already has earned.

Ms. Hylton also announced that our Board Chair, Heiko Dobrikow, was nominated for the General Manager of the Year award. The GM summit will be on June 28th in Las Vegas.

Ms. Hylton reminded the Board that they need to fill out the Form 1 Statement of Financial Interest by July 1. She explained that the forms can be filed online or mailed in. The forms were made available. She informed the Board that there is a fine imposed for late filing after September 1st and that we placed copies of the forms on the table right outside the boardroom.

Ms. Hylton informed the Board that the State will require the local areas to have an Education and Industry Consortium, which will be made up of representatives of educational entities and businesses in the area. Ms. Hylton has volunteered to be on the work policy group, and there will be more information to come.

Ms. Hylton introduced Kaminnie Kangal as the new Vice President of Finance, replacing Christine Azor. Ms. Kangal was our Controller for the last 6 years and has 20 years of experience. Cherry (our auditing company) has provided a temporary person in the Controller position for the segregation of duties so that Ms. Kangal can assume her responsibilities as the Vice President.

Lastly, Ms. Hylton announced that Kathleen Cannon, President of the United Way of Broward, is now a member of our One Stop Services Committee, and we will also be adding a member from the Juvenile Assessment Center to our Youth Committee.

ADJOURNMENT 1:52 PM

<p><i>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING WILL BE HELD ON AUGUST 24, 2023.</i></p>
