



CareerSource Broward
Council of Elected Officials
Friday, November 1, 2024
11:00 a.m. – 12:00 Noon

Zoom Meeting ID: 830 8432 3660
Zoom Password: 382476
Zoom Call-In: +1 646 876 9923

MEETING MINUTES

CareerSource Broward
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309

The Council was reminded of the conflict-of-interest provisions.

ATTENDEES IN-PERSON: Mayor Dean Trantalis, Commissioner Tim Ryan, and Mayor Josh Levy, who chaired the meeting.

STAFF: Carol Hylton, Ron Moffett, Rochelle Daniels, and Samantha Vazquez.

OLD BUSINESS

1. Compensation Study

Considered approval of the 2024 Compensation Study recommendations which propose 1) a 3% adjustment to the salary ranges 2) an adjustment to the wages of twelve (12) CSBD and Integrative Staffing Group (ISG) staff whose salaries are either below the starting salary for the range or per the study needed to be aligned to reflect the current market for the positions, at a cost of \$25,059 and 3) creation of an annual retirement benefit for senior management who have worked for CSBD or our staffing company for at least 7 years. Currently, 9 senior management staff will qualify at a cost of \$28,000. Based on an analysis of actual expenditures through the first quarter of this year sufficient budget in both program and administrative categories is available to fund the Study recommendations at a total of \$53,059. Approved at the 10/9 Organizational Resources and 10/14 Executive Committee meetings and the 10/31 Broward Workforce Development Board meeting. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Mayor Josh Levy asked Carol Hylton to present the item, which she did.

Mayor Dean Trantalis asked if the 3% adjustment is an annual cost-of-living increase or an adjustment to the salary ranges. Ms. Hylton indicated that the adjustment is to the ranges, increasing the minimum and maximum by 3%. Mayor Trantalis also inquired if funds are available in the budget, and Ms. Hylton confirmed there is sufficient budget available.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the 2024 Compensation Study recommendations which propose 1) a 3% adjustment to the salary ranges 2) an adjustment to the wages of twelve (12) CSBD and ISG staff whose salaries are either below the starting salary for the range or per the study needed to be aligned

to reflect the current market for the positions, at a cost of \$25,059 and 3) creation of an annual retirement benefit for senior management who have worked for CSBD or our staffing company for at least 7 years. Currently, 9 senior management staff will qualify at a cost of about \$28,000.

2. Accept Summer Youth Employment Program (SYEP) Funds for 2025

Considered the acceptance of 1) \$4,277,213 from the Children's Services Council to serve 913 youth and 2) \$385,000 from Broward County to serve 83 youth for a total of 996 youth and \$4,662,213. Youth are ages 16-18 years old and economically disadvantaged. Broward County funds will be targeted for youth who have had contact with the Juvenile Justice system and/or reside in one of the six distressed zip codes. As the County is awarding CSBD funds they have no conflict of interest. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience. The application portal for youth will go live on 12/2. Approved at the 9/23 Youth and 10/14 Executive Committee meetings and the 10/31 Broward Workforce Development Board 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, older workers and ex-offenders).)*

Mayor Josh Levy asked Carol Hylton to present the item, which she did.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of 1) \$4,277,213 from the Children's Services Council to serve 913 youth and 2) \$385,000 from Broward County to serve 83 youth for a total of 996 youth and \$4,662,213.

3. Accept Non-Custodial Parent Grant Funds

Considered the acceptance of \$785,000 from FloridaCommerce to serve 65 non-custodial parents who are unemployed or underemployed and have difficulty meeting child support obligations. The goal of the program is to provide job training and employment that leads to self-sufficiency. CSBD is renewing a Memorandum of Understanding with the Florida Department of Revenue to share contact information on parents that are in arrears with child support payments. Approved at the 10/1 One-Stop Services and 10/14 Executive Committee meetings and the 10/31 Broward Workforce Development Board 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, older workers and ex-offenders).)*

Mayor Josh Levy asked Carol Hylton to present the item, which she did.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of \$785,000 from FloridaCommerce to serve 65 non-custodial parents.

4. Accept Disaster Recovery Funds

Considered the acceptance of \$500,000 in WIOA National Dislocated Worker Grant funds from FloridaCommerce. These funds provide temporary jobs to assist with humanitarian aid, and restoration activities to assist with disaster relief and can also be used to provide career services and training to eligible participants. The grant runs through 6/30/26. Approved at the 10/14 Executive Committee and the 10/31 Broward Workforce Development Board meetings. *(This is in alignment with the Board goal to improve the sustainability of the workforce system through increased funding, efficiency, technology, and relevancy.)*

Mayor Josh Levy asked Carol Hylton to present the item, which she did.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of \$500,000 in WIOA National Dislocated Worker Grant funds from FloridaCommerce.

5. CareerSource Broward (CSBD) WIOA Local Plan for Program Years 2025 – 2028

Considered approval of CSBD's 2025 – 2028 4 Year Strategic Plan as required under the Workforce Innovation and Opportunity Act (WIOA). Every 4 years, local boards, together with their chief local elected officials, are required to submit a local Strategic Plan that describes how they will deploy workforce services and invest resources in their local areas. The Plan is required to be aligned with the State's Plan and must be available for a 30-day comment period. We advertised the opportunity for public review and comment in two local newspapers and on our website. Comments received will be brought to the Board. We also held a publicly noticed meeting on 9/27 to allow community input. Approved at the 10/1 One-Stop Services and 10/14 Executive Committee meetings and the 10/31 Broward Workforce Development Board 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.)*

Mayor Josh Levy asked Rochelle Daniels to present the item, which she did. Ms. Daniels added that the plan closely follows previous plans but has been updated to incorporate current initiatives approved at our annual Planning Session. Carol Hylton added that no public comments were received.

On a motion made by Mayor Dean Trantalis and seconded by Mayor Josh Levy, the CareerSource Broward Council of Elected Officials unanimously approved CSBD's WIOA Local Plan for Program Years 2025 – 2028.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

None.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton provided an overview of the reports.

Ms. Hylton informed the elected officials that our annual performance was presented at yesterday's Board meeting and our region earned an 'A' letter grade.

Ms. Hylton also shared that Vice Mayor Beam Furr will be replacing Commissioner Tim Ryan on the Council.

ADJOURNMENT 11:24 a.m.

***THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/
CAREERSOURCE BROWARD COUNCIL MEETING IS DECEMBER 12, 2024.***