



Broward Workforce Development Board
Executive Committee
Monday, June 14, 2021
12:00 Noon – 1:30 p.m.

Zoom Meeting ID: 838 6361 7220
Zoom Password: 989856
Zoom Call in: +1 646 876 9923

VIRTUAL MEETING

Due to Coronavirus, in the interest of keeping our board, staff, and public safe this meeting is being held via a Zoom video conference. Please do not attend in person.

PROTOCOL FOR TELEPHONE/ZOOM MEETING

1. Please state your name when making or seconding a motion. Such as “I move the item, and your name – “Jane Doe.” Please also identify yourself when asking a question.
2. Put your phone/microphone on mute when not speaking. Don’t forget to take it off when you wish to speak. Telephone users must press *6 to mute or unmute yourself.
3. Votes in the affirmative should be “aye” and in opposition should be “no” (delays in responding sometimes make it difficult to determine the intent of the vote).
4. Please be in a quiet area free of background noise, so we may hear you clearly when you are speaking. When using Zoom, please make sure the background is appropriate or choose one of their virtual backgrounds.
5. If you are calling and must leave the call, please don’t put your phone on hold. In some cases, we will get music or recorded messages and we will not be able to conduct business.
6. If you are using your phone for audio, please identify yourself on the screen and state the last 4 digits of the number you are calling from.
7. Please note the chat function has been disabled.

The Committee is 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.

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

APPROVAL OF MINUTES

Approval of the Minutes of the 5/10/21 meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Minutes of the Meeting

Pages 7 – 16

NEW BUSINESS

1. Region 22 Targeted Occupations List (TOL) for Program Year 21-22

Consideration to approve the TOL for PY 21-22. We sent the preliminary TOL for PY 21-22 provided by the state to local education and business stakeholders to get input and gather additional relevant labor market data. We also held a publicly noticed meeting on 5/25 to review the occupational changes to Region 22's TOL and gather additional information. Based upon our review and community input, CSBD recommends 1) retaining 13 occupations proposed by the State for removal and 2) adding 20 new occupations. Approved at the 6/8 One Stop Services Committee meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBITS	Memo #62 – 20 (OPS) Region 22 PY 21-22 TOL

Pages 17 – 24

2. Accept Reemployment Services and Eligibility Assessment Program Funds

Consideration to accept \$220,314 in Reemployment Services and Eligibility Assessment (RESEA) funds. The funds will be used to provide mandatory career center services for the expected increase in RESEA customers. With the additional funding, the total amount received by CSBD for RESEA is \$838,303. Approved at the 6/8 One Stop Services Committee meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #56 – 20 (OPS)

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3. Accept City of Dania Beach Summer Youth Funds

Consideration to accept \$22,114 from the City of Dania Beach to serve 7 economically disadvantaged youth ages 16-18 years old in the PY 20-21 Summer Youth Employment Program. Youth will receive three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 6/8 One Stop Services Committee meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #64 – 20 (OPS)

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4. Accept Children’s Services Council Funds for Summer Youth Program

Consideration to accept \$2,772,408 from the Children’s Services Council (CSC) to serve 817 economically disadvantaged youth ages 16-18 years old in the PY 21-22 Summer Youth Employment Program. These funds will allow us to maintain the same number of youth we served this year and offset the anticipated increase in the minimum wage. Youth will receive three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 6/8 One Stop Services Committee meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #68 – 20 (OPS)

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REPORTS

1. Apprenticeship Awareness Campaign

At the request of the Board, CareerSource Broward 1) created three (3) apprenticeship videos and 2) a digital and social media advertising campaign to increase awareness, targeting employers and those interested in exploring apprenticeship opportunities. Board members Rick Shawbell and Zac Cassidy reviewed a draft of the videos and provided feedback which was incorporated. Apprenticeships are a proven training method benefitting both apprentices and businesses.

**ACTION
EXHIBITS**

None
Memo #17 – 20 (CBR)
Videos: 1) Registered Apprenticeship - Decimal Engineering
2) Registered Apprenticeship - Advanced Roofing
3) A New Career with an Apprenticeship in Broward County!

Pages 28 – 29

2. City of Dania Beach Referrals Partnership

Dania Beach Commissioner Lori Lewellen approached CSBD to see how we could work together to increase awareness and provide additional opportunities for Dania Beach residents to pursue marine-related careers. The city plans to utilize \$75,000 in general fund revenues to provide supportive services to ten (10) Dania Beach residents enrolled in marine-related training programs through CSBD. Each individual could receive up to \$7,500 in support to assist with items such as transportation (to include rideshare or car purchase) childcare, and/or elderly care. We have 1) created a referral form which was approved by Dania Beach 2) trained staff on this new initiative and 3) started referring customers for additional support.

**ACTION
EXHIBIT**

None
Memo #11 – 20 (CBR)

Pages 30 – 31

3. Report on Marine and Health Care Industry Employer Forums

CSBD held two (2) virtual employer forums 1) the marine industry on 3/24 and 2) the healthcare industry on 4/27 to better understand the impacts of the COVID-19 pandemic. Each forum had a guest speaker followed by a panel discussion and open dialogue allowing for those in attendance to participate and share their experiences and insights. Based on the information shared at the forum, we developed specific strategies and action steps to assist employers in each of these targeted industries.

ACTION	Review
EXHIBIT	Memo #18 – 20 (CBR)

Pages 32 – 35

4. Janitorial Services

Our current janitorial services contract for the Administrative Office expires on 8/4/21. In accordance with our procurement policy, we obtained quotes from five vendors including our current provider. Our current service provider, AK Building Services, was the lowest bidder. Over the previous two years, we have been very pleased with their service. The new contract will begin on 8/5/21 at a cost of \$44,352, a slight increase of \$2,112 over the previous two years. Because it is a single purchase of over \$10,000 it is being reported to the governing boards.

ACTION	None
EXHIBIT	None

MATTERS FROM THE EXECUTIVE COMMITTEE

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE HELD ON JULY 12, 2021.