



**CAREERSOURCE BROWARD COUNCIL OF
ELECTED OFFICIALS**
Wednesday August 31, 2022
11:30 a.m. – 12:30 p.m.

Call In Number: (888) 585 9008
Passcode: 219 169 288#

MEETING MINUTES

CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

Wednesday, August 31, 2022
Ft. Lauderdale, FL 33309

The Council 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 whether or not you are able to attend the meeting if you have a conflict with any agenda items.

Attendees: Commissioner Tim Ryan, Mayor Dean Trantalis

Staff: Carol Hylton, Ron Moffett, Rochelle Daniels, and Amy Winer

Guest: Eugen Bold, Broward County Commissioner's Office

APPROVAL OF MINUTES

Approval of the minutes of the 7/28 Partnership meeting #243.

On a motion made by Commissioner Tim Ryan, and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved minutes of the 7/28 Meeting #243.

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Commissioner Tim Ryan, and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of 8/25.

REGULAR AGENDA

These are items that the Council 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 hands 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. Selection of a One-Stop Operator (OSO) for PY 22/23

Considered the approval of the Review Committee recommendation to award the contract for the OSO to Workforce Guidance Associates, LLC. (WGA) at an annual cost of \$65,000, which is an increase of \$5,000 over the current contract. The slight increase is for additional hours of work that we will require to be performed. On 7/11 CSBD issued a Request For Quotes (RFQ) for an OSO. The RFQ was published in three papers and on our website. A notice was also sent to every entity which is registered to receive notice when proposals are released. We received one quote from the current OSO, WGA. The contract will be for one (1) year with up to two (2) one-year renewals for a total of three (3) years. Approved at the 8/15 Executive Committee and 8/25 Board 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.)*

Ms. Hylton stated that the Review committee recommended WGA continue as the OSO. The annual cost is \$65,000, an increase of \$5,000 over the current contract. The slight increase is for additional hours of work that we will require to be performed.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the recommendation to award the contract for the OSO to Workforce Guidance Associates, LLC. at an annual cost of \$65,000.

2. Approval of Contract Renewal with Anthony Brunson P.A.

Considered the approval of the Agreement between CSBD and Anthony Brunson, P.A., at the same rate as last year \$33,000, for the conduct of the Fiscal Year 21/22 audit. Staff was satisfied with their services last year. This will be the fourth and last renewal under their current contract. Approved at the 8/15 Audit and Executive Committee meetings and the 8/25 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.)*

Commissioner Ryan explained that Anthony Brunson, P.A. is on its fourth and last renewal under the current contract. The agreement is the same rate as last year \$33,000. He indicated that the staff is satisfied with his services.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the contract renewal with Anthony Brunson, P.A. at the same rate as last year \$33,000, for the conduct of the Fiscal Year 21/22 audit.

3. Selection of External Fiscal Monitoring Firm

Considered the approval of the Review Committee recommendation to award the contract for fiscal monitoring services to Cherry Bekaert LLP at a cost of \$24,000 a visit or \$72,000 for three visits per year. This is an increase of \$4,500 over their current contract. On 7/12 CSBD issued a RFQ. We received three (3) quotes. A Review Committee met on 8/9 to consider the proposals. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years. Approved at the 8/15 Audit and Executive Committee meetings and the 8/25 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.)*

Commissioner Ryan explained that currently, Cherry Bekaert LLP does the fiscal monitoring services. The review committee selected Cherry Bekaert LLP for \$24,000 a visit or \$72,000 for three visits per year. He indicated that the staff is satisfied with their services.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the recommendation to award the contract for fiscal monitoring services to Cherry Bekaert LLP at an annual cost of \$72,000.

4. Selection of External Program Monitoring Firm

Considered the approval of the Review Committee recommendation to award the contract for program monitoring services to Taylor Hall Miller Parker, P.A. at a cost of \$27,000 per visit or \$81,000 for three visits per year. On 7/12 CSBD issued a RFQ. We received three (3) quotes. A Review Committee met on 8/9 to consider the proposals. The contract will be for one (1) year with up to four (4) one-year renewals for a total of five (5) years. Approved at the 8/15 Audit and Executive Committee meetings and the 8/25 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.)*

Commissioner Ryan explained that we received three (3) quotes. The Review committee recommended Taylor Hall Miller Parker, P.A. for \$27,000 per visit or \$81,000 for three monitorings per year.

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the recommendation to award the contract for program monitoring services to Taylor Hall Miller Parker at an annual cost of \$81,000.

5. Accept Additional Welfare Transition Program (WTP) Funds

Considered the acceptance of a supplemental award of \$200,000 in WTP funds. These funds will be used to help Welfare Transition customers gain and/or retain employment through job skills training. The additional funding of \$200,000 will bring the total grant award for PY 21/22 to \$4,351,897. Approved at the 8/15 Executive Committee and 8/25 Board 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).*

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of a supplemental award of \$200,000 in WTP funds.

6. Accept Additional Supplemental Nutrition Assistance Program (SNAP) Funds

Considered the acceptance of a supplemental award of \$287,902 in SNAP funds. These funds will be used to help SNAP customers gain and/or retain employment through assistance with 1) job skills training and 2) job search. The additional \$287,902 in funding will bring the total grant award for PY 21/22 to \$631,397. Approved at the 8/15 Executive Committee and 8/25 board 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).*

On a motion made by Commissioner Tim Ryan and seconded by Mayor Dean Trantalis, the CareerSource Broward Council of Elected Officials unanimously approved the acceptance of a supplemental award of \$287,902 in SNAP funds.

MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton stated that we have been notified by Citibank that they will not insure deposits above \$250k. We will be releasing an RFQ and they have informed us they will allow time for us to secure another bank. She informed the elected officials that they will receive an email prior to the RFQ being posted as is our custom.

Ms. Hylton informed Commissioner Ryan and Mayor Trantalis that she will email them the link to the Apprenticeship Summit video.

Lastly, she stated that under reports the General Fund balance as of 6/30 was \$1,010,934 minus the reserves we have \$567,632.

ADJOURNMENT: 12:03 p.m.

<p>THE DATE OF THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR 10/27/22 AT 12:00 P.M.</p>
