



**Broward Workforce Development Board
One Stop Services Committee**
Tuesday, March 5, 2019, 12:30 p.m. – 2:00 p.m.
CareerSource Broward, Corporate Board Room
2890 W. Cypress Creek Rd.
Ft. Lauderdale, FL 33309

MEETING MINUTES

THE COMMITTEE WAS REMINDED OF CONFLICT OF INTEREST PROVISIONS.

SELF-INTRODUCTIONS

ATTENDEES: John Simmons, Ann Deibert, Audrey Ljung, Gertrudis Perez-Dusek, Marjorie Walters, Cassandra Evans (via phone), Cynthia Sheppard (via phone).

STAFF: Ron Moffett, Mason Jackson, Barbara Cevieux and Yanie Hartzog

Ron informed the Committee that John Simmons would be serving in the capacity of Chair for the meeting as both Gary Arenson (Chair) and Gina Alexa (Co-Chair) were not able to attend.

APPROVAL OF MINUTES

Approval of the Minutes of the 1/8/19 One Stop Services (OSS) Committee meeting.

On a motion by Ann Deibert and seconded by Audrey Ljung the One Stop Services Committee unanimously approved the minutes of the 1/8/19 One Stop Services Committee meeting.

NEW BUSINESS

1. **Acceptance of Additional Disaster Relief Funds**

Consideration to accept an additional \$200,000 in Workforce Innovation and Opportunity Act (WIOA) National Dislocated Worker Grant funds from the Florida Department of Economic Opportunity. These funds are for individuals who relocated to Florida from Puerto Rico or the Virgin Islands due to Hurricane Maria. We will use these disaster relief funds provide temporary employment and training services to people impacted by the hurricane, bringing the total funding for disaster relief to \$2,337,267.

Ron Moffett explained that we are seeing continued demand for individuals who were displaced from the Virgin Islands and Puerto Rico and are relocating here. We are working very diligently to connect them to work in Broward County. Ron informed the Committee that we have a worker from the Maria grant working at CareerSource Broward.

On a motion by Audrey Ljung and seconded by John Simmons the One Stop Services Committee unanimously approved the acceptance of an additional \$200,000 in National Dislocated Worker Grant funds to serve Hurricane Maria evacuees.

2. **Transfer of WIOA Dislocated Worker Funds to WIOA Adult Funds**

Consideration to approve the transfer of up to \$1,500,000 from the WIOA Dislocated Worker (DW) funding stream to the WIOA Adult funding stream. As the economy continues to improve we have seen a significant shift toward more Adult customers interested in occupational training than DW customers. The funds will be used to provide Adult customers with services that include 1) occupational skills training 2) work experience and 3) On-the-Job training. We will continue to monitor demand and program expenditures to assure the maximum number of individuals is being served.

Audrey Ljung asked if these workers get job training. Ron stated yes we offer training through our Individual Training Account (ITA) providers.

On a motion by John Simmons and seconded by Ann Deibert the One Stop Services Committee unanimously approved the transfer of up to \$1,500,000 from the WIOA Dislocated Worker (DW) funding stream to the WIOA Adult funding stream.

3. **One Stop Services Committee Strategic Planning Matrix for 2019**

On 12/13, the Board held its annual planning meeting. At the meeting, three separate workgroups discussed and made recommendations for the upcoming year. The Board approved these recommendations at the 1/24 meeting and staff has distributed the recommendations amongst Board committees. The goals and objectives are tracked by each committee in the form of a strategic planning matrix. The proposed 2019 matrix is presented for your review. Consideration to designate a workgroup and Chair to develop strategies to achieve the goals.

Ron Moffett highlighted the various key objectives in the matrix. He informed the Committee that the OSS Committee goal now includes a focus on youth services since we combined the One Stop and Youth Committees.

Audrey Ljung inquired about the coordination with the Children Services Council (CSC). Ron stated that coordination with CSC is through our Summer Youth Program (SYEP).

John Simmons explained that at the Board planning session they discussed areas where we could do better and new initiatives for the upcoming year. He further explained that this agenda item is suggesting that we select a committee and assign a chairman. Mr. Simmons stated he would rather see a motion to let staff do this. He stated he would like to amend the motion for CSBD staff to be assigned to this item and report back to the committee.

On a motion by Audrey Ljung and seconded by John Simmons, the One Stop Services Committee unanimously approved a motion to task CSBD staff to develop strategies to achieve the goals.

On a motion by Audrey Ljung and seconded by Marjorie Walters the One Stop Services Committee unanimously approved the One Stop Services Committee Strategic Planning Matrix for 2019.

4. **New Courses For Existing ITA Provider – Southeastern College**

Consideration to approve current Individual Training Account (ITA) provider Southeastern College's request to add its Associate of Science in Nursing program to the Customer ITA list. CSBD reviewed the application for completeness and to ensure that Board mandated criteria are met for the training program and related occupational title.

Mason Jackson commented that nursing is always in high demand.

On a motion by Marjorie Walters and seconded by Audrey Ljung the One Stop Services Committee unanimously approved the addition of Southeastern College's Associate of Science in Nursing program to the Customer ITA list.

5. **Eligibility Status Change for Current ITA Provider Jersey College**

The state requires all new Individual Training Account (ITA) providers to submit an application toward the end of their first year in order to stay on our list of approved providers. Current ITA provider, Jersey College has submitted its application to remain on our ITA list and to change its eligible training provider status to "Continued Eligibility". CSBD reviewed their application for completeness and to ensure that Board mandated criteria are met. Consideration to approve 1) Jersey College's "Continued Eligibility" status for the next two year period beginning 4/4/19 thru 4/4/21 and 2) retain its Registered Nursing (RN) and LPN to RN Bridge programs on our ITA list.

Audrey Ljung inquired if there are any success stories from Jersey College. Ron Moffett stated we can get this information and will send an email out to the Committee members.

On a motion by Marjorie Walters and seconded by Audrey Ljung the One Stop Services Committee unanimously approved to 1) grant Jersey College continued eligibility status and 2) retain its Registered Nursing (RN) and LPN to RN Bridge programs on our ITA list.

6. Individual Training Account (ITA) Performance Report

All ITA providers are contractually required to have a minimum 70% training related placement rate for graduates who complete their programs within 180 days of graduation. CSBD conducted its semi-annual analysis of ITA provider performance in February and found Florida Atlantic University's Six Sigma Green + Black Belt program did not meet the required performance. Consideration to suspend WIOA customer referrals until receipt of evidence that can be validated to confirm the attainment of a 70% or better graduate training-related placement rate.

Ron Moffett explained this report is produced twice a year. He stated that we have not been able to establish that Florida Atlantic University has met the 70% placement requirement for their Six Sigma Green + Black Belt program.

Audrey Ljung asked what the "Not Placed" meant. Ron Moffett explained that these customers have graduated but we do not yet have evidence that they have been placed in a training related employment within the 180 day window. He further explained that we are still working with these customers.

On a motion by Audrey Ljung and seconded by Ann Deibert the One Stop Services Committee unanimously approved the ITA Performance Report.

REPORTS

1. State Apprenticeship Expansion Grant

Consideration to accept \$100,000 from the Florida Department of Economic Opportunity to fund a State Apprenticeship Expansion Grant for the period of 2/1/19- 8/31/20. This will be a collaborative partnership between CareerSource Broward, Broward County Public Schools (BCPS) and Helping Advance and Nurture the Development of Youth (HANDY) Inc. to train up to 12 apprentices in the building trades / construction industry. Because a Board member, Enid Valdez, is employed by BCPS this recommendation was approved by a 2/3 vote of the Board members present with an established quorum at the last Board meeting. Approved at the 2/11 Combined Organization Resources and Executive Committee meeting and 2/28 Board meeting.

Ron Moffett explained this is a time limited grant. He informed the Committee that we received notice of this grant in February. He stated it is a partnership between CSBD and Broward Public Schools. Youth that are in the Senior year will be picked up for the apprenticeship program.

Mason Jackson recognized HANDY as one of the partners included in the grant.

2. Monthly Performance Report

The current performance for the month of January is provided. This month's data reflects that within the Big 7 Regions CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), is in a two-way tie for 1st in WTP EER, ranks 1st in WTP All Family Participation Rate, and ranks 3rd in WTP Two Parent Participation Rate.

Ron Moffett stated that we continue to do very well on these performance indicators. He informed the Committee that the Department of Economic Opportunity (DEO) appeared at the February Board meeting and they were very complimentary of the Local Workforce Board here in Broward County. We exceeded every performance measures that we negotiated with the State and our findings were down.

John Simmons stated that the reports look great. He thanked the staff for all the great work they are doing.

3. Acceptance of Summer Youth Employment Program Funds

Consideration to accept \$1,835,153 from the Children's Services Council (CSC) to serve 617 youth. The CSC funds include an increase of \$30,638 over last year to cover the \$.21 increase in the minimum wage now \$8.46 per hour. Approved at the 2/11 Combined Organization Resources and Executive Committee meeting and 2/28 Board meeting.

Ron Moffett reminded the committee that Deborah Forshaw from CSC mentioned at our last meeting that we would be getting these funds.

4. Increase the Broward College Contract Budget for Out of School Youth

Consideration to increase Broward College (BC) contract budget for Out of School Youth (OSY) up to 1) \$5,000 to cover the cost of the background screenings and 2) \$10,000 to provide additional instruction for 11 disengaged youth who need assistance in order to graduate for a total increase of \$15,000 and a total budget of \$450,000. The funds are available in the WIOA youth funding stream and will be subject to further negotiation. Because a Board member, Dr. Mildred Coyne, is employed by BC this recommendation was approved by a 2/3 vote of the Board members present with an established quorum at the last Board meeting. Approved at the 2/11 Combined Organization Resources and Executive Committee meeting and 2/28 Board meeting.

Ron Moffett explained that we used to pay for the youth's background screening out of our funds but that we can no longer do so. Ron further explained that some of the youth are struggling with their studies so Broward College asked for funds to provide additional mentoring and tutoring through their Boot Camp to help these students get credentialing.

5. CSBD Info-graph Calendar YTD Through December 2018

CSBD Info-graph was created to assist BWDB members with information to discuss with elected officials about CSBD. The info-graph summarizes key data points on Labor Market Information, customers served, business services delivered, community involvement, and reflects the numbers calendar year to date through December, 2018.

6. Save The Date Ribbon Cutting for CareerSource Broward Building

We are happy to announce an Open House for our new administrative offices. The open house and ribbon-cutting ceremony will immediately follow the board meeting 4/25. We look forward to the Committee members attending.

7. Broward County and Florida Unemployment Information

There is no report this month due to “benchmarking” which happens each year at this time when previous year’s statistics are “trued up”. The January report will be issued on March 11th. February labor statistics for Florida will be released on March 22nd.

Mason Jackson explained that once a year they go back and adjust all the figures for the monthly unemployment rate and true it up. He stated that in March we will have two unemployment rate press releases.

MATTERS FROM THE ONE STOP SERVICES COMMITTEE: NONE

MATTERS FROM THE FLOOR:

Kirk Brown, CEO of HANDY stated that our partnership with them is a life-saving program for our youth. He explained that they cannot do this without CSBD’s help. He thanked the Committee for their support of HANDY’s youth. He informed the Committee that today was a landmark day as they are having a mass hiring event for youth at BrandsMart.

MATTERS FROM THE PRESIDENT/CEO:

Mason Jackson informed the Committee that the Youth Request For Proposals (RFP) is out. He stated that a bidders conference was held on 2/26. He informed the committee that the RFP was sent out to a wide distribution list.

Mason stated that we continue our active involvement with Greater Ft. Lauderdale Alliance Committees with the distressed communities and are working diligently with the homeless initiative. Mr. Jackson further stated that at the last meeting they talked about their strategic plan with Housing and Urban Development.

Audrey Ljung asked Mr. Jackson if he is working with Hope South. He stated yes and further explained that are dealing with rapid rehousing and counseling.

Mr. Jackson informed the Committee that front line staff have been trained in motivational interviewing techniques. The trainers are scheduled to come back in about six months to see how we are doing.

Mr. Jackson stated that we have identified additional funding for the Start Up Now program. He informed the Committee that this will allow us to run 2 new cohorts of 20 entrepreneurs each.

Mr. Jackson stated that he will present on the gig economy at the April or May Board meeting at the request of Board member Heiko Dobrikow.

Audrey Ljung asked if Mason could also share his presentation at the One Stop Service Committee. Mason said yes he would do that.

Ron Moffett informed Committee that the next One Stop Services Committee will be on April 16, 2019 at 10:30 A.M. so that the Youth RFP review committee recommendations can be placed on the agenda.

ADJOURNMENT: 1:55 P.M.

**THE NEXT ONE STOP SERVICES COMMITTEE MEETING IS SCHEDULED FOR
APRIL 16 AT 10:30 A.M.**