



**Broward Workforce Development Board
One Stop Services Committee**
Tuesday, May 7, 2019, 10:30 a.m. – 12:00 p.m.
CareerSource Broward, Main Conference Room
2890 W. Cypress Creek Rd.
Ft. Lauderdale, FL 33309

MEETING MINUTES

THE COMMITTEE WAS REMINDED OF CONFLICT OF INTEREST PROVISIONS.

SELF-INTRODUCTIONS

ATTENDEES: Gary Arenson, Ann Deibert, Deborah Forshaw, Marjorie Walters, Audrey Ljung, Cassandra Evans (phone) and Christine Frederick (phone)

STAFF: Mason Jackson, Ron Moffett, Carol Hylton, Christine Azor, Rochelle Daniels and Valencia Spells Anderson

APPROVAL OF MINUTES

Approval of the Minutes of the 4/16/19 One Stop Services Committee Meeting.

On a motion by Deborah Forshaw and seconded by Ann Deibert the One Stop Services Committee unanimously approved the minutes of the 4/16/19 meeting.

NEW BUSINESS

1. Work Experience Contract with Jewish Adoption and Foster Care Options (JAFCO)

Consideration to approve a Workforce Innovation and Opportunity Act (WIOA) work experience contract with JAFCO for Program Year (PY) 19-20. While we do not know the exact number of work experience customers JAFCO will take, we do not anticipate the non-financial contract amount will exceed \$24,000. As Ron Moffett, Senior Vice President of Operations is related to JAFCO's site director, this recommendation will require a 2/3 vote of the Board members present with an established quorum at the Board meeting.

Gary Arenson reminded the committee of the 2/3 vote requirement at the board meeting due to a conflict. Deborah Forshaw asked who would be participating in this program. Ron Moffett informed the committee it is a WIOA adult and dislocated worker work experience site. He also stated that it is a CSC Summer Youth Employment site.

On a motion by Deborah Forshaw and seconded by Ann Deibert the One Stop Services Committee unanimously approved a work experience contract with JAFCO for PY 19-20.

2. Work Experience Contract with Early Learning Coalition, Inc. (ELC)

Consideration to approve a WIOA youth work experience contract with the ELC for PY 19-20. While we do not know the exact number of work experience customers ELC will take, we do not anticipate the non-financial contract amount will exceed \$24,000. Because Mason Jackson, President/CEO of CSBD serves on the ELC Board, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at the Board meeting.

Ron informed the Committee that this is a WIOA youth program contract with ELC. Gary Arenson reminded the committee of the 2/3 vote requirement at the board meeting due to the conflict. Deborah Forshaw commented that this is a good organization.

On a motion by Ann Deibert and seconded by Deborah Forshaw the One Stop Services Committee unanimously approved a WIOA youth work experience contract with ELC for PY 19-20.

3. Work Experience Contract with Broward Education Foundation (BEF)

Consideration to approve a WIOA youth work experience contract with the BEF for PY 19-20. While we do not know the exact number of work experience customers BEF will take, we do not anticipate the non-financial contract amount will exceed \$24,000. Because Frank Horkey, a member of the Broward Workforce Development Board (Board) is also the Chair of the Board of Directors for the BEF this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at the Board meeting.

On a motion by Deborah Forshaw and seconded by Ann Deibert the One Stop Services Committee unanimously approved a WIOA youth work experience contract with the BEF for PY 19-20.

4. Acceptance of Additional Welfare Transition Program (WTP) Funds

Consideration to accept an additional \$226,037 in WTP funds. These funds will be used to help Welfare Transition customers gain and/or retain employment through assistance with 1) job skills training 2) job search 3) support services and 4) for youth at-risk of needing welfare services in the future who could benefit from summer employment.

Ron explained to the committee that these funds need to be expended by 7/31/19 instead of the usual program year end date of 6/30/19.

On a motion by Deborah Forshaw and seconded by Ann Deibert the One Stop Services Committee unanimously approved acceptance of an additional \$226,037 in WTP funds.

5. Acceptance of Additional Reemployment Services and Eligibility Assessment Funds

Consideration to accept \$181,758 in Reemployment Services and Eligibility Assessment (RESA) funds for program year (PY) 18-19. The Department of Labor was delayed in releasing funds needed to run the program from January 2019 thru June 2019. The funds allowed us to continue providing the newly unemployed with mandatory career center services. With the additional funding the total amount received by CSBD for RESEA is \$580,897.

Mason Jackson explained to the committee that these funds are reimbursement for funds already expended. Ron further explained CSBD began receiving these funds in January for this federally mandated program for customers that are newly unemployed and expected to exceed their unemployment benefits.

On a motion by Ann Deibert and seconded by Deborah Forshaw the One Stop Services Committee unanimously approved acceptance of \$181,758 in RESA funds for PY 18-19.

6. Acceptance of Additional Summer Youth Employment Program (SYEP) Funds

Consideration to accept funding for the Summer Youth Employment Program (SYEP) to serve additional youth from 1) The City of Fort Lauderdale (COF) \$190,000 2) The City of Pembroke Pines (CPP) \$21,406 and 3) Bank of America (BOA) \$32,861 for a total of \$244,267. The SYEP program will provide each participant 3-days of employability skills training and an 8 week meaningful summer work experience for economically disadvantaged Broward County youth ages 16-18.

Cassandra Evans asked for a breakdown of the number of youth to be served with these funds. Ron Moffett explained that COF will serve 65 youth, CPP will serve 7 youth and BOA will serve 11 youth for a total of 83 additional youth that will be served in the summer with the use of these funds. Gary Arenson asked if this is Bank of America's first year in the program to which Ron responded it is their third year. Deborah Forshaw asked if there are also WTP dollars going towards this as well. Ron stated yes. Deborah Forshaw asked if these were the final amounts for this year's SYEP. Carol Hylton stated yes and that she is not aware of any additional funding. Mason stated the only potential additional funding will be the amount of WTP funding.

On a motion by Ann Deibert and seconded by Deborah Forshaw the One Stop Services Committee unanimously approved to accept funding for the Summer Youth Employment Program to serve additional youth from 1) The City of Fort Lauderdale \$190,000 2) The City of Pembroke Pines \$21,406 and 3) Bank of America \$32,861 for a total of \$244,267.

7. **PY 2019 – 2020 Preliminary Budget**

Consideration to approve the PY 2019-20 preliminary budget. The Preliminary Budget being presented reflects a minimal decrease of 0.35% in formula and carryforward funds. The total amount of formula and carryforward that we project to be available in PY 19-20 is \$21,156,456 as compared to \$21,230,997 actual in PY 18-19. The budget continues to emphasize investments in customer training and getting unemployed people back to work and, aligns with WIOA and achieving Board strategic initiatives and key business results.

Carol Hylton presented the preliminary budget to the committee. Ms. Hylton noted that WIOA formula funds were reduced 17%, however a supplemental allocation is expected and we have sufficient carryforward to mitigate the effects of the impact. Carol reviewed the dedicated grants for PY 19-20 and went over the various budget categories and provided detail on the items included in each category.

Audrey Ljung asked how long we have had the Deluca Foundation funding. Carol stated it was just recently received for the Start Up Now program. Audrey asked about the eligibility for the program. Mason Jackson informed the committee that the focus of the Deluca Foundation funds is the disadvantaged population.

Gary inquired about what determines the carryover. Mason explained unexpended WIOA funds can be carried forward into the next program year. No carryforward is allowed for TANF funds.

Deborah Forshaw questioned whether the decrease in WIOA funding was a trend with the current administration. Mason stated that WIOA will likely decrease due to the low unemployment rate and funding will be put into other workforce development programs.

On a motion by Cassandra Evans and seconded by Marjorie Walters the One Stop Services Committee unanimously approved the PY 19-20 preliminary budget.

8. **Region 22 Targeted Occupations List (TOL) for Program Year (PY) 19-20**

Consideration to approve the TOL for PY 19-20. We sent the preliminary TOL for PY 19-20 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 to review the occupational changes to region 22's TOL and gather additional information. CSBD recommends 1) retaining 20 occupations proposed by the State for removal 2) adding 12 new occupations.

Ron explained to the committee that the TOL is a comprehensive list of in demand occupations and governs the provision of WIOA funded training programs being offered to individuals needing training assistance. He stated that the TOL is sent out to community leaders and our eligible training providers for their review and input. The input requested is 1) are there occupations on the list that should not be and 2) are there occupations that are not on the list that should be. Once the TOL is approved by the Board it becomes final. The Board may approve changes and add new occupations to the TOL throughout the year and CSBD is required to submit quarterly updates to the State whether or not changes have occurred.

On a motion by Audrey Ljung and seconded by Marjorie Walters the One Stop Services Committee unanimously approved the TOL for PY 19-20 1) retaining 20 occupations proposed by the State for removal 2) adding 12 new occupations.

REPORTS

1. Monthly Performance Report

The current performance for the month of March 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), ranks 1st in WP and Vets EER and ranks 2nd in WTP All Family Participation Rate and 3rd in WTP Two Parent Participation Rate.

Gary Arenson asked if there is anything we can learn from other regions to improve our WTP Two Parent Participation Rate performance. Mason explained that the number of families in that category is so small that every case counts toward performance and even one family who fails participation can really affect our performance. Ron Moffett indicated that there is more involved in the measure and that somethings are out of our control like sanctions requested by the Department of Revenue which is what happened in March. Ron mentioned that we do periodically research what other regions are doing and implement those practices that show the most promise.

2. Broward County and Florida Unemployment Information

The unemployment rate in Broward County for March 2019 was 3.1% compared to 3.3% in February 2019 and 3.5% in March 2018. The state unemployment rate is 3.3% compared to the national rate of 3.9%. The Ft. Lauderdale-Pompano Bch-Deerfield Bch Metro Division had the highest annual job growth compared to all the metro areas in the state in other services (+1,900 jobs) and second highest in financial activities (+2,300 jobs). In the Ft. Lauderdale-Pompano Beach-Deerfield Beach metropolitan division nonagricultural employment increased by 1.5% over the year. Local labor market information from the DEO Employment and Unemployment Press Release dated 4/19 is provided for review.

MATTERS FROM THE ONE STOP SERVICES COMMITTEE

The committee viewed a video of the ribbon cutting session for the administrative office. Audrey Ljung told the committee how beautiful the CSBD administrative building is and asked if a bigger sign can be put out front that is more visible and/or closer to the street. Mason explained that this is a permitting issue which will be looked into. Gary Arenson also commented on the beautiful building, wonderful artwork and energy of the staff.

MATTERS FROM THE FLOOR

NONE

MATTERS FROM THE PRESIDENT/CEO

Mason Jackson informed the committee that the state legislative session was over and of the 1,600 bills filed approximately 174 were passed. Mason stated that the Sadowski act was raided such that 215 million went to affordable housing while 125 million was taken and of that amount 92% or 115 million went to the panhandle for hurricane repairs. Mason informed the committee that several beneficial bills were passed including 1) sweeping workforce development legislation 2) financial literacy training 3) requiring of a career/education planning course in middle school with emphasis on entrepreneurial training and soft skills training, and the Sail to 60 initiative with a goal to get 60% of the population to have a post-secondary degree.

Mason also stated DOE is establishing the 'last mile' initiative which will pay for up to 12 credits to complete bachelor degree programs which is in line with CSBDs new initiative to add bachelor's degree programs to our ITA list. Mason stated a bill was revised to encourage schools to include college and career decision day to place emphasis on celebrating those going into careers or trades in the same manner college sports scholarships are celebrated. Mason informed the committee that on April 13 he and members from various chambers and Broward College met with parents regarding alternatives to college which was well received. The committee viewed the video that was played at that occasion.

ADJOURNMENT 1:56 P.M.

THE NEXT COMMITTEE MEETING IS SCHEDULED FOR TUESDAY, 7/2/19 AT 12:30 P.M.