

**Broward Workforce Development Board**

One Stop Services Committee

Thursday, November 2, 2021

12:30 p.m. – 2:00 p.m.

 **Zoom Meeting ID: 856 0682 0109**

 **Zoom Password: 203182**

 **Zoom Call in: 1 646 876 9923**

MEETING MINUTES

**CareerSource Broward Boardroom, 2890 W. Cypress Creek Road, Ft. Lauderdale, FL 33309**

**Due to Coronavirus, in the interest of keeping our board, staff, and public safe this meeting is also being held via a Zoom video conference using the link below.**

<https://us02web.zoom.us/j/85606820109?pwd=UU1PUWttcERXL3JVRm9SdjFCcVBiZz09>

The CommittEe WAS reminded of conflict of interest provisions.

ATTENDANCE:

**One Stop Services Committee Members:** Rick Shawbell,Gary Arenson, Ann Deibert, Cassandra Evans, Felipe Pinzon, Marjorie Walters, Cynthia Sheppard, Audrey Ljung and Dawn Liberta.

**Staff:** Carol Hylton, Ron Moffett, Rochelle Daniels, Kimberly Bryant, Mark Klincewicz, Elisha Westfall and Michell Williams.

**Guests:** Andree Garnier, Brian Johnson, Christy Bradford, Olivia Sarson and Nardege Laforest.

**APPROVAL OF MINUTES**

Approval of the Minutes of the 9/9/21 One Stop Services Committee Meeting.

**On a motion by Gary Arenson and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the minutes of the 9/9/21 One Stop Services Committee Meeting.**

**NEW BUSINESS**

1. **Proposed One Stop Services (OSS) Committee Meeting Calendar for 2022**

Considered approving the OSS Committee’s 2022 meeting calendar. The Committee generally meets the first Tuesday of the month. There will be one exception for the September meeting which was moved due to a holiday to Wednesday, 9/7/22. The meetings will be hybrid which means attendees will have the option of attending in person or virtually using Zoom.

Kim Bryant reviewed the OSS Committee’s 2022 meeting schedule. Gary Arenson asked about the status of Board members joining the various the committee meetings. Carol Hylton explained all Board members have joined a committee and Dawn Liberta has elected to join One Stop Services Committee.

**On a motion by Cassandra Evans and seconded by Ann Deibert, the One Stop Services Committee unanimously approved the proposed 2022 One Stop Services Committee Meeting Calendar.**

1. **One Stop Services (OSS) Committee Strategic Planning Matrix Updates**

Reviewed and approved the updates to the OSS Committee Strategic Planning Matrix.

Kim Bryant reviewed the matrix with the Committee. She highlighted the progress made on the various objectives. Audrey Ljung asked what basic skills the CASAS assessment tests for and Kim responded reading, math and language. Carol explained we will use the CASAS assessment for youth prior to enrolling them into training in order to ensure they can be successful in their course of study.

**On a motion by Dawn Liberta and seconded by Cassandra Evans, the One Stop Services Committee unanimously approved the updates to the** **One Stop Services Committee Strategic Planning Matrix.**

1. **Add New Training Program for Existing Provider FVI School of Nursing & Technology**

Considered adding existing eligible training provider FVI School of Nursing & Technology’s Nursing Assistant course to the Individual Training Account (ITA) list for Welfare Transition Program (WTP) & WIOA out of school youth participants. CSBD reviewed the application for completeness and ensured that Board mandated criteria are met for this school, the training program and related occupational title.

Kim Bryant explained we have several programs on the ITA list that are open only to WTP for referrals since the entry wage does not meet performance for WIOA adult customers. The board recently approved expanding referrals to these programs to WIOA out of school youth.

Dawn Liberta stated this is an excellent idea.

**On a motion by Gary Arenson and seconded by Dawn Liberta, the One Stop Services Committee unanimously approved adding the Nursing Assistant course for existing provider FVI School of Nursing & Technology to the ITA List for WTP and WIOA out of school participants.**

1. **Add New Training Providers Galen College of Nursing and Florida Career College**

CSBD received applications from two new schools to become Eligible Training Providers and add a total of ten (10) programs to the ITA list. Considered approving 1) Galen College of

Nursing and add three (3) training courses and 2) Florida Career College and add seven (7) courses to the ITA list.

Kim Bryant stated that these two (2) schools have submitted applications to become Eligible Training Providers and she went over the various courses being offered. She noted to the committee that the Bachelor of Science program being offered at Galen College of Nursing is a four year program we can provide a scholarship for two years.

With respect to Florida Career College one of the courses will be open to referrals only from our WTP and WIOA youth population as the wage does not meet WIOA adult performance.

Cassandra Evans asked about the minimum wage, stating she thought it was $13 an hour. Kim explained the minimum wage in Florida is now at $10 an hour and will increase annually over the next few years. All of the programs recommended to be added to the ITA list are above the current minimum wage.

**On a motion by Cassandra Evans and seconded by Ann Deibert, the One Stop Services Committee unanimously approved adding 1) Galen College of Nursing and three (3) training courses and 2) Florida Career College and seven (7) courses to the ITA list.**

**REPORTS**

1. **Performance Update on WIOA Out-of-School Youth (OSY) Providers**

Reviewed the report on CSBD youth providers’ program performance through the end of September, 2021. CSBD has 5 OSY program contracts for the delivery of WIOA services to the youth of Broward County. The 2 full service and 3 navigator OSY programs provide services to youth who have barriers to employment and need assistance with career development.

Rochelle Daniels explained moving into this program year recruitment has been slow due to the pandemic and caseloads are low mostly due to the strategic exits at the end of the last program year. She reminded the committee this was based upon a recommendation by the state that we exit youth that were either disengaged or not making progress as well as expected.

We are meeting with providers every two weeks and requested that they give us a plan for improving enrollment into WIOA and we are hoping by January we will see an increase in the numbers. The School Board has hired a person who is working on recruitment for our two largest programs 1) the School Board’s GED program and 2) Broward College’s post-secondary program.

1. **WIOA In-School Youth Program – Request for Quotes (RFQ)**

The RFQ for the In-school Youth Program previously approved by the OSS Committee and Board is due back on 11/10. Members of the OSS Committee will review, rate and recommend the provider(s) to be funded. As there is not an OSS Committee meeting in November, the recommendation will go directly to the Board at the December meeting.

Rochelle Daniels stated we released an RFQ for a small in school youth program. We are planning on having a rating committee review these proposals in November and making a recommendation to the governing boards so that contracts are in place by January.

1. **Summer Youth Employment Program 2022**

The Summer Youth Employment team has started work on the 2022 summer program. The program will begin on 6/13/22. We have started recruiting additional private sector employers to provide meaningful employment experiences that are aligned to the youth’s interests. We have provided a link to the flyer below so you can send to colleagues who may be interested in hosting youth next summer. In addition, a “save the date” flyer announcing the upcoming application period for youth will be released to the community later this month.

Carol Hylton stated we are seeking additional private employers for the summer to get them onboard now and get their contracts completed so we can match the youth according to their interests. The save the date flyer for SYEP will come out soon and will send it to you so that you are aware and can share it.

1. **Community Needs Assessment Survey Update**

The Community Needs assessment survey was sent to representatives from various social service agencies and faith based organizations from the communities most in need in Broward County and to customers in Employ Florida. For those that have already completed the survey and indicated they wanted assistance with their job search staff has begun to contact them. Once the survey is complete, we will review the data, develop a strategic plan and bring it back to the Committee for review. To reach as many people as possible we cast a wide net as the committee requested to reach out to community based organizations and their customers.

The outcome of the survey will be provided at the next OSS Committee meeting.

1. **CSBD Selected to Participate in Department of Labor Pilot Program**

CareerSource Broward has been selected as one of three workforce boards in the nation to participate in a Department of Labor pilot program. The purpose of the pilot is to demonstrate collaboration between the workforce development system and the financial services industry to inform future policy development and technical assistance. We will be working on strategies to build capacity within the workforce system to leverage Community Reinvestment Act efforts through bank investment in disability employment for low-income individuals.

Kim Bryant explained that we are now in the process of recruiting bank representatives to participate in the program.

Audrey Ljung asked if credit unions can be included and if so recommended We Financial. Carol stated yes, if the credit union has CRA funds and we would look into We Financial.

1. **CareerSource Broward’s 2021 “Paychecks for Patriots” Veterans Hiring Fair**

CareerSource Broward is planning the 9th annual “Paychecks for Patriots” Veterans Hiring Fair on 11/18. Paychecks for Patriots is an annual statewide campaign to raise awareness of and drive attendance to hiring fairs primarily for military veterans and their families. To date, 32

employers have confirmed attendance for the event. The job fair will be held at the Tamarac Community Center and it starts at 10 am.

Ron Moffett stated we have over 40 employers confirmed and we are in the process now of reaching out to our veteran job seekers. He highlighted that we will also provide our resume café onsite if customers need to make any adjustments to their resumes. Our chair, Rick Shawbell, Mission United and South Plantation High School’s JROTC will be in attendance. We will make sure to send the flyer out to the committee members.

1. **Renewal of MOU Between CSBD and the Urban League of Palm Beach County**

Considered renewal of the Memorandum of Understanding with the Urban League of Palm Beach County (ULPBC) as required under the Workforce Innovation and Opportunity Act. ULPBC became a mandatory one-stop partner when they were awarded a Title V Senior Community Services Employment Program discretionary grant by the US Department of Labor. Approved at the 10/11 Executive Committee and 10/28 Board meeting.

Rochelle Daniels stated the MOU is a continuation of the one we entered into last year.

Audrey Ljung asked why Palm Beach as opposed to the Broward County Urban League and Carol explained Palm Beach is the organization who received the grant. Rochelle explained that CSBD is not involved in selecting the organization who will provide these services.

1. **Monthly Performance Report**

September’s data reflected that within the Big 7 Regions CSBD was in a four-way tie for 1st in WIOA Entered Employment Rate (EER), ranked 1st in all three WTP measures - EER, Two Parent and All Family Participation Rate and, ranked 2nd in Wagner Peyser and Veterans EER.

Kim reviewed September’s performance report with the Committee.

1. **Broward County and Florida Unemployment Information**

The unemployment rate in Broward County for September 2021 was 4.4%, .5% lower from the August rate of 4.9% and compared to 7.7% in September 2020. The state unemployment rate is 4.9% compared to the national rate of 4.8%. In September 2021 nonagricultural employment in the Ft. Lauderdale-Pompano Beach-Deerfield Beach Metro Division was 827,800, an increase of 31,300 jobs (+3.9 %) over the year.

Carol explained Broward was 2nd highest in annual job growth compared to all metro areas in the state in construction. In hospitality and leisure we were the 2nd fastest in the state.

Felipe Pinzon asked if the hospitability industry was still having issues finding employees and have we seen an increase in wages and salary for this industry’s employees. Carol stated yes, there is still a shortage and different hotels are using different strategies to attract talent. We created a task force that met with industry leaders and one thing that came out it was to move away from virtual recruiting and have more hands-on recruitment. In addition, some hotels increased their wages and others provided hiring or retention bonuses.

**MATTERS FROM THE ONE STOP SERVICES COMMITTEE**

Cassandra requested that the calendar invites for the 2022 OSSC schedule be sent out to the Committee members.

**MATTERS FROM THE FLOOR:**

**None**

**MATTERS FROM THE PRESIDENT/CEO:**

Carol informed the Committee that the Board recently approved CSBD to request a waiver from the U.S. Department of Labor to increase our OJT wage reimbursement from 75% to 90%. The waiver would apply to employers doing business in an opportunity zone or distressed community and for employers willing to hire and train participants that reside in the targeted areas. This will incentivize employers to hire jobseekers from the distressed communities.

Rick Shawbell responded that should help quite a bit and if this will help someone get hired, we’re doing the right thing.

**ADJOURNMENT 1:12 P.M.**

**THE NEXT COMMITTEE MEETING IS SCHEDULED FOR TUESDAY, 1/4/2022 AT 12:30 P.M.**