



Broward Workforce Development Board
Youth Committee
Tuesday, September 16, 2025
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 730 243 5583
Zoom Password: 223498
Zoom Call-In: 1 646 876 9923

MEETING MINUTES
CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309

The Committee was reminded of the conflict-of-interest provisions.

ATTENDEES: Dr. Lisa Knowles, Traci Schweitzer, Jill Denis-Lay, and Dawn Liberta, who chaired the meeting.

STAFF: Carol Hylton, Kimberly Bryant, Mark Klinecicz, Rochelle Daniels, and LaTanya Brown.

GUESTS: Kathia Vilsa, Jill Reispa, Ra'Shani Boynton, Dawn Jackson, and Christy Bradford.

PRESENTATION TO THE COMMITTEE

The Committee reviewed the Information Technology Career Pathways video, which showcased the dynamic growth and opportunities within the IT industry. This is part of CSBD's ongoing effort to spotlight high-demand sectors and support workforce development in Broward County.

Carol Hylton shared that this video is the last of four career pathway videos that CSBD has produced.

The committee all expressed positive comments about the video.

APPROVAL OF MINUTES

Approval of the Minutes of the 3/18 Youth Committee meeting.

On a motion made by Traci Schweitzer and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the Minutes of the 3/18 meeting.

NEW BUSINESS

1. Funding for WIOA Youth

The committee considered talking points for a letter that we will bring to our governing boards to urge Congress to recognize the valuable economic and social contributions the public workforce system has on youth with barriers to employment.

Dawn Liberta presented the item and asked Rochelle Daniels to further elaborate on the recommendation

Ms. Daniels reported on Congressional Budget negotiations, sharing that there were big differences between the House and the Senate versions of appropriations for WIOA funding with the Senate voting for level funding and the House wanting to support the President's recommendation to merge many workforce streams.

She said that there would be a Conference Committee to reconcile the two Houses and that we were working with our Public Interest Groups in Washington to urge funding at current levels.

Ms. Liberta shared the concern that if funding were reduced, it may generate an overwhelming increase in homelessness and people living out of their cars.

2. Distribution of Industry Videos

CareerSource Broward developed a series of industry-focused videos highlighting career pathways in 1) Marine 2) Healthcare 3) Manufacturing and 4) Information Technology. These engaging resources are being shared with school board BRACE Advisors and Career Champions to help increase career awareness among students. To assist us in reaching a broader audience of youth across Broward County, the Youth Committee considered strategies to expand distribution beyond the school system to youth-serving organizations or community groups whose customers could benefit from these videos.

Dawn Liberta presented the item and the committee discussed strategies to increase outreach for the videos.

Jill Denis-Lay requested that the video links be provided so she could share them with her team at the Children's Services Council. She agreed to also send the links to all the providers in her network.

Traci Schweitzer agreed to share them with ChildNet.

Dawn Liberta indicated that Healthy Mothers, Healthy Babies could also send out the videos, as her organization has young parents who could benefit from the information.

Ms. Liberta also stated that she could share with other boards she participates on and requested that the video links be sent to all committee members so that they could share them with others in their own networks.

3. Youth Committee Strategic Planning Matrix PY 25/26

Considered approving the updates to the strategic planning matrix.

Dawn Liberta presented the item, and Kimberly Bryant reviewed the report and provided updates on CSBD's progress on each of the objectives.

On a motion made by Dr. Lisa Knowles and seconded by Traci Schweitzer, the Youth Committee unanimously approved the updates to the Youth Committee Strategic Planning Matrix.

REPORTS

1. Simply Healthcare Funds

CSBD received \$20,000 from Simply Healthcare for their initiative, the Community Resource Link. The Link provides a platform of providers, including CSBD, for Simply Healthcare to utilize in referring its customers for employer and other services. CSBD will provide an opportunity for them to showcase their organization at three (3) of our events. A portion of these funds will be used to promote career exploration to youth.

Dawn Liberta presented the item. There was no further discussion.

2. WIOA Youth Provider Performance for Program Year 24/25

For PY 24/25, which ended on 6/30, CSBD funded five (5) Out-of-School and two (2) In-School Youth Programs. During their time enrolled in the programs, the youth received case management, career pathway planning, occupational skills training, and job readiness performance as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act. Many of the providers were successful during the year.

Dawn Liberta presented the item and thanked the provider staff who were in attendance for their amazing accomplishments.

3. WIOA Youth Provider Performance for PY 25/26

For PY 25/26 CareerSource Broward currently contracts with four (4) Out-of-School Youth and two (2) In-School Youth Programs. The youth receive case management, career pathway planning, occupational skills training, and job readiness preparation. The Performance Report is provided as required under their agreements and in accordance with the Workforce Innovation and Opportunity Act.

Dawn Liberta presented the item and asked if the carry-forward youth from the previous year counted in the performance for the current year. Ms. Bryant confirmed that these youth do count toward our performance.

Carol Hylton further explained that they most likely were enrolled toward the end of the program year. They carried forward because there wasn't enough time in that last quarter to provide sufficient program services to ensure their success and a positive exit.

4. Summer Youth Employment Program 2025

The Summer Youth Employment Program had a remarkable year, receiving over 3,000 applications and placing nearly 1,200 youth at more than 400 worksites across Broward. These opportunities provided real-world career exploration in 1) information technology 2) skilled trades 3) public service. This year, we launched a new electronic timesheet system, a true game-changer that streamlined the program for both youth and employers. The Children's Services Council of Broward County conducted an administrative and fiscal review of the SYEP Program and we were commended for having no findings.

Dawn Liberta presented the item, and Kimberly Bryant reviewed the report. The committee viewed a slideshow of photos from the Summer 2025 program.

5. Summer Youth Employment Program Testimonials

An overwhelming majority of both employers and youth were very satisfied with this year's Summer Youth Employment Program. Their feedback supports the program's impact and provides valuable insights that we use to continuously improve, enhance the participant experience, and strengthen employer partnerships.

Dawn Liberta presented the item, and Kimberly Bryant reviewed the testimonials.

Carol Hylton shared that from the surveys received, the clear message is that employers and students are already looking forward to next summer's program.

6. CSBD Top Workplace Recognition

CSBD has been recognized as a 2025 Top Workplace by the South Florida Sun Sentinel! This prestigious award is based entirely on employee feedback and reflects our organization's commitment to fostering a positive, supportive, and mission-driven work environment. It highlights the passion our team brings to serving the Broward County community and helping businesses and job seekers thrive. We are proud of this achievement and grateful to every staff member whose dedication made this recognition possible.

Dawn Liberta presented the item, and Kimberly Bryant presented a slideshow of photos taken at the award ceremony. Dr. Knowles commented that it was a wonderful event and that she was very proud of what CSBD has accomplished.

7. Laurie Moran Partnership Award

CSBD was honored with the prestigious Laurie Moran Partnership Award at the National Associate of Workforce Boards' annual conference. CSBD was selected for our strategic partnerships with Greater Fort Lauderdale and the Greater Hollywood Chambers of Commerce. Photos from the award ceremony are linked in our social media post below.

Kimberly Bryant shared that Mark Klinecicz represented CSBD in Washington, D.C. and received the award. Carol Hylton interjected that this event is at the national level and to be acknowledged was an honor.

8. National Workforce Development Month

September marks National Workforce Development Month, a time to recognize and celebrate workforce development professionals' critical role in strengthening our economy. Our Chair, Jim Ryan, CEO Carol Hylton, and staff attended the Annual State Workforce Summit, where two of our own were honored. County Administrator Monica Cepero received the 2025 Workforce Partner of the Year Award and WIOA Adult Programs Manager, Kasia Kossak, was chosen to receive the 2025 Florida Lighthouse Award. Earlier this morning, with the support of our CSBD Council Member, Mayor Beam Furr, the Broward County Board of County Commissioners issued a proclamation recognizing September as Workforce Development Month.

Kimberly Bryant reviewed the item and shared pictures from the Workforce Summit and the Broward County Proclamation Ceremony.

Carol Hylton expressed her pride in CSBD's being honored at this year's Summit and receiving the Proclamation presented by Mayor Beam Furr during the Broward County Commission meeting.

Mr. Klinecicz added that of the four awards given at the Summit, we brought home two.

Ms. Schweitzer and Ms. Liberta expressed their happiness that CSBD is being recognized for the hard work the staff does to support the community.

MATTERS FROM THE YOUTH COMMITTEE CHAIR

None.

MATTERS FROM THE YOUTH COMMITTEE

Traci Schweitzer shared that she sits on the Education Committee with the Department of Juvenile Justice, along with staff from ChildNet, and asked if CSBD could present information about its services at the group homes.

Ms. Hylton added that we currently have a strong partnership with ChildNet and invited Ms. Schweitzer to please share the contact information if she has a different person with whom we should follow up. Ms. Hylton indicated that we also fund FLITE and HANDY, which serve youth aging out of the system.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton announced that the Paychecks for Patriots (P4P) event will be held on November 7th. As its name implies, it is primarily catered to Veterans, but after the first hour, the public is welcome to attend.

Ms. Hylton updated the committee on the Staff Training Day. It was a day of in-service learning and team-building.

ADJOURNMENT – 01:30 p.m.

THE NEXT YOUTH COMMITTEE MEETING IS ON NOVEMBER 18, 2025.
