



Broward Workforce Development Board
Youth Committee
Monday, November 18, 2024
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: Traci Schweitzer, Dr. Lisa Knowles, Heiko Dobrikow, Joseph Cox, and Dawn Liberta, who chaired the meeting.

STAFF: Carol Hylton, Kimberly Bryant, Mark Klincewicz, Rochelle Daniels, Ron Moffett, and Yushika Florence.

GUESTS: Brian Johnson.

PRESENTATIONS TO THE COMMITTEE

1. Brian Johnson from the Center for Independent Living presented on youth services and how they leverage funding from CareerSource Broward to enhance those services and help youth gain employment.

Dawn Liberta thanked Brian Johnson for the great presentation and commended them on the wonderful job they are doing with this population and for the community.

Heiko Dobrikow asked if Mr. Johnson had any thoughts on how we might better remove barriers to employment for individuals with special needs.

Brian Johnson stated the he believes that we have to get employers to understand that this is an untapped workforce. We have to break down the preconceived notions that employers have about persons with disabilities as well as the stigmatism, and myths.

2. The Healthcare Career Pathways video was shown. It showcases the various opportunities available in the healthcare industry and highlights the Pharmacy and Radiological Technician due to their high demand. The video was made possible through the generous support of Broward Health and Memorial Healthcare.

Carol Hylton reminded the committee that the purpose of the career pathway videos is to let customers, especially youth, know that there are many in-demand occupations here in Broward County that do not require a four-year degree to make a decent, livable wage.

Carol Hylton informed the members that we also hosted a School Board meeting for 50 Career Champions at our South Center. We showed the Healthcare and the Marine video and talked

about ways we can partner to assist youth with career exploration and choices as they are planning their future after high school. After the meeting, staff gave them a tour of the Center. It was a very successful event that produced a lot of traction and phone calls.

Joseph Cox shared that the Museum of Discovery & Science is in the process of redesigning a health exhibit in partnership with Broward Health. He thinks that maybe the video could be incorporated into the exhibit. Mrs. Hylton expressed her appreciation.

APPROVAL OF MINUTES

Approval of the Minutes of the 9/23 Youth Committee Meeting.

On a motion made by Heiko Dobrikow and seconded by Joseph Cox, the Youth Committee unanimously approved the minutes of the 9/23 meeting.

NEW BUSINESS

1. Accept Summer Youth Employment Program (SYEP) Funds for 2025

Considered the acceptance of \$50,000 from the City of Dania Beach to serve 11 economically disadvantaged youth ages 16-18 years old who reside within the city. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience. Dania Beach has funded the SYEP for the past three (3) years.

Dawn Liberta introduced the item stating the City of Dania Beach has provided \$50,000 to support the Summer Youth Employment Program (SYEP), which will serve 11 economically disadvantaged youth aged 16-18 living in the city.

Kimberly Bryant added the program includes three days of employability skills training and an eight-week summer work experience. Dania Beach has funded the SYEP for the past three years.

On a motion made by Heiko Dobrikow and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the acceptance of \$50,000 from the City of Dania Beach for the 2025 SYEP.

2. Summer Youth Work Experience Contract with Broward County

Considered the approval of a SYEP contract with Broward County through 9/30/29. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board Members Sandy-Michael McDonald and Tara Williams are employed by Broward County, a 2/3 vote of the Board members present at a Board meeting with an established quorum is required.

Dawn Liberta stated this item is approval of a non-financial SYEP contract with Broward County through 9/30/29. Under the contract, Broward County will serve as host work site for youth.

Kimberly Bryant explained further that, since Board Members Sandy-Michael McDonald and Tara Williams are employed by Broward County, a 2/3 vote of the Board members present with a quorum is required for approval at a Board meeting.

On a motion made by Joseph Cox and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved a SYEP Work Experience Contract with Broward County through 9/30/29.

3. Summer Youth Work Experience Contract with the School Board of Broward County

Considered the approval of a SYEP contract with the School Board of Broward County (SBBC) through 9/30/28. The SYEP contracts are non-financial; entities agree to serve as host work sites for the youth. CSBD is the youths' employer of record. Because Board Member Dr. Howard Hepburn is employed by the SBBC, he will need to declare a conflict of interest, and a 2/3 vote of the Board members present at a meeting with an established quorum is required.

Dawn Liberta introduced the item explaining this is a non-financial SYEP contract with the School Board of Broward County (SBBC) through 9/30/28.

Kimberly Bryant added because Board Member Dr. Howard Hepburn, is employed by the SBBC, a 2/3 vote of Board members present at a board meeting with a quorum is required for approval.

On a motion made by Heiko Dobrikow and seconded by Traci Schweitzer, the Youth Committee unanimously approved a SYEP Work Experience Contract with the SBBC through 9/30/28.

4. Updates to the Youth Committee Matrix PY 24/25

Consideration to review and approve updates to the Strategic Planning Matrix.

Dawn Liberta introduced the item and asked Kimberly Bryant to present it. Kimberly Bryant provided an overview of the progress that has been made toward achieving the objectives and benchmarks.

When discussing the OJT that was developed for a youth participant in the Marine Industry, Dawn Libera added that is why she liked the videos we have shared throughout the community as it is highlighting the occupation.

When covering the section of the matrix related to a CSBD and MODs partnership meeting, Joe Cox added that on March 8th MODS will be participating in the 2nd annual Visit Fort Lauderdale Science Festival. Last year, over 11,000 visitors attended the event. It is really about highlighting all things STEM in Broward County: opportunities, careers, etc. So, MODS could certainly give CSBD space to showcase careers there. Mrs. Hylton thanked Mr. Cox for the opportunity and stated she'd be following up to get the details.

On a motion made by Joe Cox and seconded by Dr. Lisa Knowles, the Youth Committee unanimously approved the updates to the Youth Committee Matrix for PY 24/25.

5. Increasing Community Awareness of CSBD's Youth Programs and Services

Each year, CSBD's WIOA in-school and out-of-school youth programs serve about 400 youth ages 16-24 through our youth providers and the one-stop centers. To increase awareness, CSBD sought the committee's input on strategies to highlight and publicize the partnership between CSBD and our youth providers.

Dawn Liberta introduced the item and opened the floor to discussion on ways to increase awareness of the youth services provided by CSBD.

Carol Hylton added that while the community knows about our summer youth program they are not as knowledgeable about our WIOA Youth services, people know FLITE, CIL, HANDY; but they don't know that CSBD is funding them to provide youth with employment services and support.

Joe Cox suggested that CSBD consider adding language to its contracts with the Youth Providers that require they tie the services they are providing to the support they are receiving from CSBD. Mr. Cox added that we could encourage the Providers to share testimonials from the youth in their newsletters and on social media using hashtags that promote the CSBD brand.

Dawn Liberta said that she has contracts that asks for something similar to what Mr. Cox described and she does not think that that is too much to ask. Mrs. Hylton agreed and stated we will look into the feasibility of adding language in our contracts that requires our youth providers to promote the youth services CSBD provides.

Heiko Dobrikow added the concept of having virtual mini mission moments. He suggested the providers record testimonials from youth or employers which could then be shared. Dr. Lisa Knowles agreed and recommended the youth providers be asked to create videos discussing their programs that could then be added to the CSBD youth services website page.

Mrs. Hylton thought these were excellent ideas and thanked Mr. Dobrikow and Dr. Knowles for their suggestions.

Dawn Liberta, as chair, determined the committee's input on strategies to highlight and publicize the partnership between CSBD and our youth providers did not require a formal vote and did not ask for a motion to approve the members suggestions.

6. Youth Committee Meeting Calendar for 2025

Considered approval of the Youth Committee meeting schedule. We have scheduled four (4) meetings for the upcoming year. Meetings are in person. On occasion, if necessary, a committee member can attend via Zoom.

Dawn Liberta introduced the item and asked Kimberly Bryant to present it, which she did.

On a motion made by Joe Cox and seconded by Heiko Dobrikow, the Youth Committee unanimously approved the Youth Committee Meeting schedule for 2025.

REPORTS

1. WIOA Youth Provider Performance for Program Year (PY) 24/25

For PY 24/25 CareerSource Broward contracts with five (5) 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. This Youth Provider Performance report is required under their agreements and in accordance with WIOA. Providers are either on track or have already met their enrollment goals.

Dawn Liberta introduced the item and asked Kimberly Bryant to present it.

Kimberly Bryant presented the item. All providers are on track to meet their performance goals. Ms. Liberta asked about Harmony's performance. Mrs. Hylton explained that this is a new provider, and that they had to hire staff and receive training on WIOA eligibility, Employ Florida for case management before enrolling youth. Now that these have occurred we should see youth enrollments into their program.

2. SYEP Portal

The Summer Youth application portal opens 12/2 at 9 am for Summer 2025. Youth will receive an 8-week meaningful work experience earning \$14 per hour. Before beginning their work assignment, all youth will complete 3 days of employability skills training to help them be successful at their worksite. Youth can easily access the portal online via computer, tablet, or cell phone. We are requesting that the committee share the flyer with their network.

Dawn Liberta introduced the item and asked Kimberly Bryant to present it, which she did.

Dawn Liberta stated that she will share the news of the portal opening on her social media page.

3. SYEP Annual Financial & Administrative Review

The Children's Services Council of Broward County conducted an administrative and fiscal review of the SYEP Program for Summer 2024 and we were commended for having no findings.

Dawn Liberta introduced the item and asked Kimberly Bryant to present it, which she did.

Ms. Liberta commended the team for a job well done.

4. CSBD Hosts Broward County Public Schools

CSBD hosted 50 Career Champions at our South Career Center on 11/6. The Champions help students prepare for life after high school. We showcased the marine and healthcare videos to gain more exposure for these industries. This collaboration provided valuable insights into the workforce development efforts of CSBD while also highlighting key career pathways in high-growth industries. The meeting emphasized the importance of an ongoing partnership between Broward County Public Schools and CSBD to serve students and the broader community better. A tour of the center followed the meeting, and they saw first-hand the job seeker services we offer. CSBD has begun to receive additional requests to participate in career-focused events at Broward Schools as a result of this collaboration.

Dawn Liberta introduced the item and applauded Mrs. Hylton's efforts to strengthen and deepen CSBD's relationship with the school board. There was no further discussion.

5. Marine Industry Video Update

Recently, CSBD launched a marine industry video highlighting the Yacht Service Technician Program offered by the Marine Industries Association of South Florida (MIASF). The video has had 2,911 impressions to date. Lori Wheeler, MIASF Vice-President, has reported that they

continue to receive calls and emails each week from people interested in the program. She stated the video is an incredible tool and resource to provide potential students with an overview of the program.

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

MATTERS FROM THE YOUTH COMMITTEE CHAIR

None.

MATTERS FROM THE YOUTH COMMITTEE

None.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton highlighted last week's Paychecks for Patriots Hiring Event. We had almost 200 employers and community partners and about 1,400 Job Seekers. We had 2 businesses that volunteered to do 100 haircuts for jobseekers. The Tamarac Community Center is a great space although with so many jobseekers attending, parking proved to be a challenge. This will need to be addressed for next year should we return to this venue.

Heiko Dobrikow asked if there was any way to get the youth there? Mrs. Hylton indicated that we did encourage our youth providers to share the event with their youth.

ADJOURNMENT 1:35 p.m.

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| <p>THE NEXT YOUTH COMMITTEE MEETING IS ON MARCH 18, 2025</p> |
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