



Zoom Meeting ID: 779 750 7566

Zoom Password: 223498

Zoom Call-In: 1 646 931 3860

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 and Dawn Liberta, who chaired the meeting.

STAFF: Carol Hylton, Maurice Gardner, Kimberly Bryant, Mark Klinecicz, Rochelle Daniels, Yushika Florence, and LaTanya Brown.

GUEST: Christy Bradford, School Board of Broward County

APPROVAL OF MINUTES

Approval of the Minutes of the 11/18 Youth Committee Meeting.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the minutes of the 11/18 meeting.

NEW BUSINESS

1. Approval of Work Experience Contract for Marine Industries Association of South Florida

Considered approval of a non-financial Summer Youth Employment Program contract with Marine Industries Association of South Florida (MIASF). CSBD is the employer of record and summer youth are covered by CSBD workers' compensation. Because Board Member Lori Wheeler is employed by MIASF, a 2/3 vote of the Board is required.

Dawn Liberta presented the item and there was no further discussion.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the work experience contract for Marine Industries Association of South Florida.

2. PY 26/27 School Board of Broward County (SBBC) Out-of-School (OSY) & In-School Youth (ISY) Contract Renewals

Considered approval of PY 26/27 contract renewals for the SBBC in the amounts of 1) \$300,000 to serve 75 OSY and 2) \$170,000 to serve 65 ISY, subject to negotiation. These amounts are lower than this year's awards because we anticipate a decrease in our youth allocation for PY 26/27. Further, the SBBC has reported that their OSY enrollments are lower than last year.

This is the 2nd of 4 renewals under their current contracts. Because Board Member, Dr. Howard Hepburn, is employed by the SBBC, a 2/3 vote of the Board is required.

Rochelle Daniels reviewed the recommendation.

Dawn Liberta asked about the funding levels compared to the previous program year. Yushika Florence provided the prior-year amounts. Ms. Daniels indicated that the recommendation reflects a slight reduction, consistent with a projected decrease in overall youth program funding.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the PY 26/27 contract renewals for the School Board of Broward County Out-of-School and In-School-Youth.

3. PY 26/27 Out-of-School Youth & In-School Youth Contract Renewals

Considered approval of PY 26/27 youth contract renewals. We anticipate youth funds will be decreased for PY 26/27. Also, providers have reported that enrollments are a little lower than last year. As a result, we are recommending funding at slightly lower levels than previously approved, except for The Center for Independent Living of Broward (CILB), as they only have one case manager. Renewals are recommended for our providers at the amounts as stated: 1) CILB to serve 12- 15 OSY in the amount of \$58,896, 2) Helping Advance and Nurture the Development of Youth (HANDY) to serve 12 - 15 OSY in the amount of \$87,000, 3) The Fort Lauderdale Independent Training and Education (FLITE) Center to serve 30 OSY in the amount of \$160,000 and, 4) Junior Achievement of South Florida (JA) to serve 25 ISY in the amount of \$140,000. The budget amounts vary due to differences in direct overhead and the different program designs. All contracts are subject to negotiation. This is the 2nd of 4 renewals under their current contracts.

Dawn Liberta presented the item.

Rochelle Daniels reviewed the recommended funding levels and advised that all youth providers were contacted by phone regarding the new contract amounts, except for FLITE, whom we did not reach.

Traci Schweitzer inquired about the impact reduced funding levels would have on the Navigator position supporting youth vulnerable to human trafficking. Carol Hylton indicated that providers are experiencing lower youth engagement and increased hesitancy among youth and families to provide required enrollment information so we don't anticipate any impact.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the PY 26/27 contract renewals for out-of-school and in-school youth 1) The Center for Independent Living of Broward (CILB) 2) Helping Advance and Nurture the Development of Youth (HANDY) 3) The Florida Independent Training and Education (FLITE) Center and for in-school youth 4) Junior Achievement of South Florida (JA).

4. Accept Donations for the Worlds of Work (WOW) Event

Considered acceptance of \$19,500 in donations from various organizations and board members to support the 2026 WOW Career Exploration event. CareerSource Broward partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/4,

where over 1,000 9th and 10th graders from high schools across the county were invited to learn about career pathways through 10 worlds that consisted of hands-on and virtual reality immersive exhibits.

Dawn Liberta presented the item.

A brief video highlighting the 2026 WOW Career Exploration event was shown.

Carol Hylton provided an overview of the career exploration worlds featured during the event and shared that we received positive feedback from the student surveys. She also highlighted the aviation simulator experience and emphasized the importance of introducing students, especially young women, to non-traditional career pathways and skilled trades opportunities.

Ms. Hylton also added that QR codes linking to occupational videos were included in the WOW Book to increase awareness of career opportunities and encourage greater interest in those occupations.

Christy Bradford expressed the School Board's appreciation for the partnership and also noted receiving positive responses from students participating in the event.

Dawn Liberta commented on the enthusiasm she observed within the Healthcare World and that she particularly enjoyed the hands-on demonstrations.

Everyone agreed it was a wonderful event and very meaningful for the youth.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the acceptance of the donations for the Worlds of Work Event in the amount of \$19,500.

5. Updates to the Youth Committee Strategic Planning Matrix PY 25/26

Considered approval of the final updates to the Strategic Planning Matrix.

Dawn Liberta presented the item and Maurice Gardner reviewed the recommendation.

On a motion made by Dawn Liberta and seconded by Traci Schweitzer, the Youth Committee unanimously approved the final updates to the Strategic Planning Max.

REPORTS

1. Apprenticeship Podcast

CSBD has released the seventh episode of The Source Podcast, exploring pre-apprenticeship and registered apprenticeship opportunities for youth. The episode is hosted by Yushika Florence, CSBD's Youth Programs and Services Manager. It features Rick Shawbell, CSBD Board Member and Training Director of the Florida East Coast Electrical Joint Apprenticeship Training Committee (JATC), along with Blake Kanarek, JATC Instructor. Their discussion highlights how apprenticeships combine classroom instruction with on-the-job training, enabling participants to build practical skills while earning an income. The podcast is part of CSBD's digital marketing strategy and is now available to stream on Spotify.

Traci Schweitzer shared that she thought the apprenticeship podcast was a great initiative, highlighting the benefit of learning while getting paid, especially given the current cost of living.

2. How to Get Started In Skilled Trades: A Starter Guide For Youth & Young Adults (16-24)

CSBD has created a “How To Get Started in Skilled Trades” Starter Guide for Youth and Young Adults (Ages 16–24). This two-page resource gives our future workforce a clear, engaging overview of today’s skilled trades, outlines practical training pathways, and provides a simple roadmap for getting started. It also highlights helpful career resources, including CSBD, to help youth move toward apprenticeships, certifications, and employment.

Dawn Liberta described the guide as “awesome” and expressed support for providing accessible career information and resources to youth.

3. Summer Youth Employment Program (SYEP) Update

Our Summer Youth Application Portal had about 3,000 youth who applied to the summer program. The employer portal is open, and we are looking for private employers, not-for-profit organizations, and municipalities to serve as worksites for youth over the summer. The program offers employers an incredible opportunity to empower the next generation. We are asking committee members to distribute the flyer link to their employer networks.

Carol Hylton shared that CSBD has applied for an additional \$1.5 million grant to expand the Summer Youth Employment Program over the next three years, which could allow the program to serve approximately 100 additional youth annually. She noted that we expect to receive an update on the award soon.

Ms. Hylton also emphasized the need for additional employers to participate as summer worksites and encouraged committee members to share the program flyer within their networks. She added that youth participants can select up to six worksite preferences, allowing staff to match them with opportunities that best align with their interests.

Ms. Hylton thanked committee members for their continued support and for their role in helping youth move forward toward future career opportunities.

4. Taylor, Hall, Miller, and Parker (THMP) P.A. WIOA Youth Monitoring Results

THMP conducted Youth program monitoring in February 2026. They received 20 WIOA Youth case files consisting of 1,260 elements. There were 0 findings resulting in a 0% error rate. CSBD commends the youth providers for their commitment to quality while providing valuable services to the community.

Maurice Gardner acknowledged Youth Program and Services Manager Yushika Florence, along with the Youth Providers, for their hard work and commitment to quality performance.

Dawn Liberta also extended her congratulations to the team for their accomplishments.

MATTERS FROM THE YOUTH COMMITTEE CHAIR

None.

MATTERS FROM THE YOUTH COMMITTEE

Traci Schweitzer shared information about the upcoming Annual Pinwheel Garden event on April 1 and invited committee members to attend.

Ms. Schweitzer also shared that she attended an early childhood court event and discussed connecting ChildNet with CSBD to provide information on available services.

Ms. Hylton thanked her for the referral opportunity and advised that the CSBD Community Liaison would follow up on the information once we receive it.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

Carol Hylton shared that SYEP is currently performing intake functions for approximately 1,200–1,300 youth participants.

Ms. Hylton also provided an update on the AI Playbook for Small and Medium-Sized Employers, noting that it will be hosted online to ensure accessibility across multiple platforms. Ms. Hylton added that plans are underway to host employer forums to gather feedback and better understand employer needs and concerns. She stated that the team is excited about the project and upcoming launch, emphasizing the importance of providing a resource that employers genuinely find useful.

Dawn Liberta expressed support for the project and noted that she thought it was great. She also shared her excitement for the upcoming NAWB Conference.

ADJOURNMENT – 01:08 p.m.

THE NEXT YOUTH COMMITTEE MEETING IS ON JUNE 9, 2026.
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