



Broward Workforce Development Board
Executive Committee
Monday, April 8, 2024
12:00 Noon – 1:30 p.m.

Zoom Meeting ID: 849 5348 8488
Zoom Password: 475304
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 IN-PERSON / VIA ZOOM: Zac Cassidy, Frank Horkey, Dr. Lisa Knowles, Kevin Kornahrens, Francois Leconte, Dawn Liberta, Sandy McDonald, Jim Ryan, Rick Shawbell, Marjorie Walters, and Heiko Dobrikow, who chaired the meeting.

STAFF: Carol Hylton, Ron Moffett, Mark Klineciewicz, Rochelle Daniels, and Samantha Vazquez.

APPROVAL OF MINUTES

Approval of the Minutes of the 2/12 Combined Audit and Executive Committee meeting.

Mr. Horkey inquired if Mr. Dobrikow could second item number four if he chaired the meeting. Mr. Dobrikow stated that he did not chair the meeting on 2/12 as he attended remotely via Zoom and passed the chair of the meeting to Mr. Ryan.

Ms. Hylton explained that at the committee level, Chairs can make or second a motion. This practice allows business to be conducted at times when meetings have a limited number of members present. Ms. Daniels agreed.

On a motion made by Francois Leconte and seconded by Frank Horkey, the Executive Committee unanimously approved the meeting minutes.

NEW BUSINESS

1. Approval of Work Experience Contracts for Locality Bank

Considered approval of non-financial 1) WIOA adult work experience contract and 2) a Summer Youth Employment Program contract with Locality Bank. CareerSource Broward is the employer of record. The State's workers' compensation covers adult participants, and summer youth are covered by CSBD workers' compensation. Because Keith Costello, Board member, is a partner, and Heiko Dobrikow, Board Chair, is Chair of the advisory board and a shareholder of the Bank, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting. Approved at the 3/18 Youth Committee meeting.

Mr. Dobrikow declared conflict due to his affiliation with the Bank as a shareholder and Chair of its advisory board and turned over the conduct of the meeting to Mr. Ryan.

Mr. Ryan presented the item. There was no further discussion.

On a motion made by Frank Horkey and seconded by Dawn Liberta, the Executive Committee unanimously approved 1) a WIOA adult work experience contract and 2) a Summer Youth Employment Program contract with Locality Bank.

Mr. Ryan returned conduct of the meeting to Mr. Dobrikow.

2. Approval of Work Experience Contracts for Healthy Mothers, Healthy Babies

Considered approval of non-financial 1) WIOA adult work experience contract and 2) a Summer Youth Employment Program contract with Healthy Mothers, Healthy Babies. CareerSource Broward is the employer of record. The State's workers' compensation covers adult participants, and summer youth are covered by CSBD workers' compensation. Because Board Member Dawn Liberta is the Executive Director at the organization, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting.

Ms. Liberta declared her conflict and Mr. Dobrikow presented the item. There was no further discussion.

On a motion made by Frank Horkey and seconded by Dr. Lisa Knowles, the Executive Committee unanimously approved a non-financial 1) WIOA adult work experience contract and 2) Summer Youth Employment Program contract with Healthy Mothers, Healthy Babies.

3. Accept Funds for the Summer Youth Employment Program (SYEP)

Considered the acceptance of \$50,000 from the City of Dania Beach for the SYEP. The funding will serve 11 economically disadvantaged youth, aged 16-18 years old, who reside within the legal boundaries of the City of Dania Beach. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience. Approved at the 3/18 Youth Committee meeting.

Mr. Dobrikow introduced the item and asked Ms. Liberta to present it. There was no further discussion.

On a motion made by Dawn Liberta and seconded by Francois Leconte, the Executive Committee unanimously approved the acceptance of \$50,000 from the City of Dania Beach for the SYEP.

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

Considered the acceptance of \$14,500 in donations from various organizations, including a number of our board members, to support the 2024 WOW Career Exploration event. CSBD partnered with the School Board of Broward County and hosted the event at the Amerant Bank Arena on 3/14 where 9th and 10th graders from 31 high schools across the county were

invited to learn about a broad spectrum of career pathways through hands-on and virtual reality immersive exhibits. The 2024 WOW Youth Career Exploration event was made possible by the generous support of our partners, employers, education institutions, and donors. Approved at the 3/18 Youth Committee meeting.

Mr. Dobrikow introduced the item and asked Ms. Liberta if she had any further comments. Ms. Liberta stated this was an amazing event and congratulated the team on their success.

Mr. Horkey asked if these donations would be unrestricted funds or program income. Ms. Hylton informed that the funds were donated for the sole purpose of funding the WOW event and would be used to offset costs.

Mr. Dobrikow echoed Ms. Liberta's sentiment, commending Mr. Klincewicz' efforts in leading the event and the quality of exhibits which were not only informational but educational as well. Ms. Hylton added that youth were excited to go through the different booths and employers were thrilled to share the information with the youth about their industries and professions. She thanked the Board members who attended the event and stated a video of the event is in production.

Mr. Horkey lauded the WOW program book and all the pertinent information it provides to the youth, commending the CSBD and Moore collaboration team that designed it. He asked if the Broward Advisors for Continuing Education (BRACE) could have access to the book so that they could share it with the youth and their parents. Ms. Hylton stated this was a great idea and agreed to add a PDF copy of the program book to CSBD's website and inform the director of Career, Technical, Adult & Community Education (CTACE).

Ms. Hylton added that the program book strategically provides information on the broad array of certifications needed to qualify for jobs in the industries and that the youth were encouraged to share the program book with their parents.

Mr. Dobrikow stated that it would be beneficial to explore providing the school board with a digital version of the WOW guide. Ms. Hylton indicated that was a great idea.

Dr. Knowles suggested that next year we consider including career lattices, allowing youth to see potential entrance opportunities that lead to their desired positions.

On a motion made by Dr. Lisa Knowles and seconded by Frank Horkey, the Executive Committee unanimously approved the acceptance of the \$14,500 in funds donated to the WOW event.

5. Accept Donations for the 2024 State of the Workforce Event

Considered the acceptance of 1) a \$5,000 donation from the Greater Ft. Lauderdale Chamber of Commerce and 2) \$2,445 donated to CareerSource Broward through Eventbrite for a total of \$7,445. The donations will be used to offset the cost of the speaker and the AV rental costs. A number of board members also supported the event by purchasing sponsorships through our partner Chambers of Commerce and we would like to acknowledge and thank them for helping to make the event a success. Approved at the 4/1 Employer Services Committee meeting.

Mr. Leconte presented the item. There was no further discussion.

On a motion made by Francois Leconte and seconded by Zac Cassidy, the Executive Committee unanimously approved the acceptance of the \$7,445 in funds donated for the State of the Workforce event.

6. School Board Youth Contracts for Out-of-School and In-School Youth

Considered approval of contracts with the School Board of Broward County (SBBC) to serve 1) 135 Out-of-School Youth (OSY) for \$525,000 and 2) 50 In-School youth (ISY) for \$200,000 in accordance with the recommendation of the Review Committee which met on 3/12. Proposals were submitted in response to an RFP released on 1/16. Additional proposals and recommendations are addressed further in the agenda. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods. Because Board Member Dr. Peter Licata is employed with the Broward County Public Schools, State rules require the governing boards approve this item by a 2/3 vote of the established quorum after a conflict has been declared at the Board meeting. Approved at the 3/18 Youth Committee meeting.

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

On a motion made by Dawn Liberta and seconded by Jim Ryan, the Executive Committee unanimously approved the recommendation of the Review Committee to enter into contracts with the School Board of Broward County to serve 1) 135 Out-of-School Youth for \$525,000 and 2) 50 In-School youth for \$200,000.

7. Approval of Contract Recommendations for OSY and ISY Providers

Considered approval of contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY in accordance with the recommendations of the Review Committee which met on 3/12. Proposals were submitted in response to an RFP released on 1/16. If approved, the contracts will be funded for one year and will be renewable for 4 additional 1-year periods. Approved at the 3/18 Youth Committee meeting.

Ms. Liberta presented the item.

Mr. Leconte asked if it was one contract with a lead agency and then subcontracted out to other agencies. Ms. Hylton clarified that these are separate youth navigator contracts.

She further clarified that the contracts with SBBC were a separate agenda item as Dr. Peter Licata is on the Board.

Ms. Hylton emphasized that CSBD will have a new youth provider this year, Harmony Development Center.

Mr. Leconte asked if the same or an adjusted dollar amount would be considered at the time of renewal next year. Ms. Hylton indicated that each year's funding is dependent on our allocation for that year.

On a motion made by Dawn Liberta and seconded by Dr. Lisa Knowles, the Executive Committee unanimously approved the recommendation of the Review Committee to enter into contracts with 1) The Center for Independent Living for \$60,896 to serve up to 15 OSY 2) The Ft Lauderdale Independent Training and Education Center for \$240,000 to serve up to 36 OSY 3) Helping Advance and Nurture the Development of Youth for \$152,000 to serve up to 30 OSY 4) Harmony Development Center, a new provider, for \$60,000 to serve up to 15 OSY and 5) Junior Achievement of South Florida for \$160,000 to serve up to 25 ISY.

8. Total Network Consulting, LLC Incumbent Worker Training Grant Application

Considered approval to award Total Network Consulting, Inc. an Incumbent Worker Training (IWT) grant in the amount of \$79,324 to train 12 employees who will receive job-related certifications. The agreement will cross program years, and we will obligate funds accordingly. In accordance with governing boards' policy, IWT grant applications of \$50,000 go to the Employer Services and the Executive Committees for consideration, with a report to the BWDB and CSBD Council of Elected Officials at their next meeting. Approved at the 4/1 Employer Services Committee meeting.

Mr. Leconte presented the item. There was no further discussion.

On a motion made by Francois Leconte and seconded by Frank Horkey, the Executive Committee unanimously approved an Incumbent Worker Training grant for Total Network Consulting, Inc. in the amount of \$79,324 to train 12 employees who will receive job-related certifications.

REPORTS

1. Broward County Economic Dashboard

CSBD created a dashboard allowing website visitors to review the current and historical economic and workforce status of Broward County. The dashboard is a value-added resource allowing businesses and those looking to move to Broward the ability to make data-informed decisions. A new tile has been added that provides a year-over-year comparison of tax and revenue data to identify trends in the hotel and lodging industry. One (1) additional tile is in development, the Business Confidence Indicator. To get baseline data for Business Confidence, CSBD, and our economist developed a survey and sent it out to employers in Broward County. We are also enlisting associations and chambers to send the survey out.

Mr. Dobrikow reviewed the economic dashboard and praised the team for maintaining current data, and highlighted that he frequently utilizes it when meeting with other organizations.

He emphasized that there is much growth in our region and that it will be worth observing the results of the 10-year affordable housing plan as well as the impact of the penetration of new technologies.

He asked for a status updating the Port of Everglades and Fort Lauderdale Airport data. Mr. Klincewicz stated he had reached out to the point persons Mr. Dobrikow had given us but had not heard back from them as of yet.

MATTERS FROM THE EXECUTIVE COMMITTEE CHAIR

Mr. Dobrikow reminded the members that the Annual Broward Workforce Development Strategic Planning Session is fast approaching and scheduled for Thursday, April 25th. He further informed that Ms. Hylton has invited external community partners to participate in the planning session.

Lastly, he shared that Board Member Shane Strum conducted a presentation at the Rotary Club where he addressed about 100 members and emphasized how CSBD is doing noteworthy work. He also mentioned the three-million grant awarded to CSBD to renovate a Broward Health building, received from the County, into a joint facility that would bring healthcare and workforce services to the healthcare desert of North Pompano.

MATTERS FROM THE EXECUTIVE COMMITTEE

Mr. Dobrikow inquired about the insights gained by the members during their recent trip to the National Association of Workforce Boards (NAWB) Forum in Washington, D.C.

Dr. Knowles indicated that despite fewer sessions than in previous years, she found the keynote speakers and the exposure to federal-local dynamics valuable. She stated that the most notable benefit was meeting the new President, Brad Turner-Little.

Mr. Cassidy indicated that much of what was presented at the forum were things CSBD has already been doing. He noted that the sessions related to apprenticeship training and infrastructure laws were beneficial.

Mr. Horkey agreed with Mr. Cassidy and suggested that CSBD consider presenting our economic dashboard at NAWB.

Dr. Knowles supported this idea, suggesting that CSBD lead a session on the economic dashboard to assist other regions.

Ms. Hylton emphasized the importance of networking opportunities provided at the forum.

Dr. Knowles suggested that CSBD leadership should inquire if there are any vacancies on the NAWB Board.

Mr. Dobrikow revisited the topic of a value proposition calculator that was inspired by the previous NAWB forum, inquiring about its development.

Ms. Hylton indicated the calculator is still a work in progress.

Mr. Dobrikow suggested that we add the topic to the Board planning session. Ms. Hylton indicated that was a great idea.

MATTERS FROM THE FLOOR

None.

MATTERS FROM THE PRESIDENT/CEO

None.

ADJOURNMENT – 12:56 p.m.

<p>THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE HELD ON MAY 13, 2024.</p>
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