
MINUTES

BROWARD WORKFORCE DEVELOPMENT BOARD, INC. & CAREERSOURCE BROWARD COUNCIL OF ELECTED OFFICIALS

Partnership Meeting #209

Thursday, July 26, 2018

CareerSource Broward Vision Room, 2600 West Oakland Park Blvd., Oakland Park, 33311

The Board and Council are reminded of conflict of interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting whether or not you are able to attend the meeting if you have a conflict with any agenda items.

Attendees: Commissioner Tim Ryan (Via phone), Mayor Dean Trantalis (Via phone), Gina Alexis (Via phone), Gary Arenson, Michael Carn, Kristen Cavallini-Soothill, Dr. Ben Chen (Via phone), Paul Farren, Francois LeConte, Kevin Kornahrens, Mayor Frank Ortis, Dr. Gertrudis Perez-Dusek, Samuel Robbin, Anna Silva, Cynthia Sheppard (Via phone), John Simmons, David Svetlick, Dr. Steve Tinsley, Enid Valdez, Marjorie Walters, Patricia West, Janet Wincko.

Members who were unable to attend were: Mayor Josh Levy, Josie Bacallao, Dr. Mildred Coyne, Cynthia Gaber, Frank Horkey, Dr. Lisa Knowles, Pam Sands, Bob Swindell.

PLEDGE OF ALLEGIANCE

INVOCATION

Michael Carn gave the invocation.

MEMBER SPOTLIGHT

Melanie Magill gave the staff spotlight.

Mayor Frank Ortis gave the Board member spotlight.

APPROVAL OF MINUTES

Approval of the minutes of the June 28, 2018 Broward Workforce Development Board/CareerSource Broward Council Partnership Meeting #208.

A motion to approve the minutes of the June 28, 2018 BWDB Partnership/CareerSource Broward Council meeting #208 was made by Gary Arenson and seconded by Kristen Cavallini-Soothill. The Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the minutes.

CONSENT AGENDA

Consent Agenda items are items that may not need individual discussion and may be voted on as one item. Any member wishing to discuss an item may move to have it considered individually.

ACCEPTANCE OF CONSENT AGENDA

On a motion made by Michael Carn and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of July 26, 2018.

1. Monthly Performance Report

The current performance for the month of May is provided. This month's data reflects that within the Big 7 Regions CSBD is in a five-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st WTP EER, and ranks 2nd in Veterans and Wagner Peyser EER and in WTP All Family and Two Parent Participation Rate.

2. BWDB Committee Summary

Summary of actions taken at the following meeting:

Executive Committee meeting – 7/9/18

REGULAR AGENDA

These are items that the Council and Board will discuss individually in the order listed on the Agenda. Individuals who wish to participate in these discussions may do so merely by raising their hand during the discussion and being recognized by the Chair. The Chair will determine the order in which each individual will speak and the length of time allotted.

NEW BUSINESS

1. Renewal of Contract with Cherry Bekaert, LLP Fiscal Monitoring Contract

Consideration to renew Cherry Bekaert, LLP's contract for PY18-19 for the conduct of the Fiscal Year monitoring. This will be the first renewal under the current agreement with Cherry Bekaert, LLP. We have been pleased with their services. The cost will be the same as last year \$22,500 per visit or \$67,500 for 3 visits per year. Approved at the 7/9 Executive Committee meeting. *(This is in alignment with the BWDB goal to align Broward's services to improve the sustainability of the workforce system through increased funding, efficiency, and relevancy.)*

Mason Jackson stated this agreement is for fiscal monitoring between CareerSource Broward and Cherry Bekaert for an additional 1 year term at the same cost as last year of \$67,500 for 3 visits.

On a motion made by Michael Carn and seconded by Gary Arenson, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved to renew Cherry Bekaert, LLP's contract for PY18-19 for the conduct of the Fiscal Year monitoring.

2. Renewal of Taylor Hall Miller Parker PA, Program (THMP) Monitoring Contract

Consideration to renew THMP Monitoring Contract for PY18 – 19. This will be the first renewal under the current agreement with THMP for the performance of program monitoring at a cost of \$27,170 per visit or \$82,500 for 3 program monitoring visits per year. No increase is requested for the contract extension period. Their service has been excellent. Approved at the 7/9 Executive Committee meeting. *(This is in alignment with the BWDB goal to maintain our roles as workforce development leaders.)*

Mason Jackson stated this agreement for program monitoring between CareerSource Broward and THMP for an additional 1 year term at the same cost as last year of \$82,500 for 3 visits.

On a motion made by Gary Arenson and seconded by Anna Silva, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved to renew THMP Monitoring Contract for PY18 – 19 for program monitoring.

3. Renewal of the One Stop Operator

Consideration to renew the contract for one-stop operator. Last year the CareerSource Broward governing boards selected Cardinal Human Capital, LLC the #1 ranked proposal to serve as the one stop operator. The contract has 2 renewal periods and it is recommended that we extend the contract for PY 18-19 at the same cost as last year of up to \$66,000. We do not pay travel, taxes or benefits. Approved at the 7/9 Executive Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated the Workforce Innovation and Opportunity Act requires local boards, with the agreement of the chief local elected officials, to competitively procure and select a one-stop operator.

On a motion made by Michael Carn and seconded by Francois Leconte, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the renewal contract for the one-stop operator.

4. Work Experience Contract with Broward College

Consideration to approve a Workforce Innovation and Opportunity Act Adult / Dislocated Worker work experience contract with Broward College for Program Year 18-19. This is a non-financial contract. Because Dr. Mildred Coyne, is a Board member and employed by Broward College this recommendation must be approved by a 2/3 vote of the members present with an established quorum at the Board meeting. *(This is in alignment with the BWDB goal to align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated Broward College (BC) has participated as a work experience site for the WIOA Youth program for the last two years. CSBD and BC would like to expand this successful partnership to include eligible WIOA AD/DW job seekers for PY 18-19.

It was noted that Dr. Mildred Coyne had a conflict of interest for this item as she is employed by Broward College. She was not there but will be required to submit a conflict of interest form.

On a motion made by Michael Carn and seconded by Francois LeConte, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the WIOA AD/DW work experience contract with BC for PY 18-19 by a 2/3 vote of the seated quorum.

5. New Course For Existing ITA Provider – Broward College

Consideration to approve Broward College's application to add its New Media Communication program to the Customer ITA list. This program prepares students for careers as Public Relations Specialists, New Media Coordinators and Digital Journalists which are in-demand and currently on our Targeted Occupations List. CSBD reviewed the application for completeness and to ensure that the Board mandated criteria are met for the training program and related occupational title. Because Dr. Mildred Coyne, is a member of the Broward Workforce Development Board and employed by Broward College this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at the Board meeting. Approved at the 7/9 Executive Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated the recommendation is to add BC New Media Communication program to the Customer ITA list. The new program prepares students for careers as Public Relations Specialists, New Media Coordinators and Digital Journalists which are in-demand.

It was noted that Dr. Mildred Coyne had a conflict of interest for this item as she is employed by Broward College. She was not there but will be required to submit a conflict of interest form.

On a motion made by Francois LeConte and seconded by Gary Arenson, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved BC New Media Communication program to the Customer ITA list by a 2/3 vote of the seated quorum.

6. New Course for Current ITA Provider – Miami Dade College

Consideration to approve Miami Dade College's request to add its Basic Security Officer program to the ITA list for Welfare Transition Program customers only. CSBD reviewed the application for completeness and to ensure that the Board mandated criteria are met for the training program and related occupational title. Approved at the 7/9 Executive Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated Miami Dade College added its Basic Security Officer program to the Welfare Transition Program Customer ITA list for WTP customers only.

On a motion made by Michael Carn and seconded by Gary Arenson, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the application from Miami Dade College to add its Basic Security Officer Program to the WTP Customer ITA list.

7. Addition of Apprenticeship Programs to Individual Training Account List (ITA)

Consideration to add 42 registered apprenticeship programs in Broward County to the ITA List. Adding to the ITA list will facilitate referrals to the programs. Apprenticeships offer customers the ability for work based learning and skills acquisition, while being employed. The programs range in length from 2-5 years. Many apprenticeship programs stack the credentials throughout the apprenticeship program. CSBD anticipates working with apprentices for up to a year depending upon the length of the apprenticeship before exiting them from the WIOA program although they might still continue in the apprenticeship with the employer after WIOA exit. Approved at the 7/9 Executive Committee meeting. *(This is in alignment with the BWDB goal to Align Broward's services to maximize employment and training opportunities for targeted populations.)*

Mason Jackson stated the apprenticeship programs stack the credentials throughout the apprenticeship program.

A motion was made to approve the addition of the Apprenticeship programs by Michael Carn and seconded by Anna Silva.

During discussion Dave Svetlick inquired why his apprenticeship program was not on the list. Mr. Moffett noted the ITA list only provided schools have a site in Broward County. Mr. Svetlick advised that the Central school is located in West Palm Beach but serves Broward County.

Gary Arenson asked if we can check to see if we are missing any other programs. Mason Jackson stated that CSBD will look into it.

Michael Carn inquired if we could have a presentation to hear more about the apprenticeship programs. Enid Valdez stated there are also some pre-apprenticeships programs within the Broward County Public Schools that she would like to present at an upcoming BWDB meeting.

Mason Jackson stated that the BWDB could amend the motion to include Dave Svetlick's Florida East Coast Electrical JATC apprenticeship program.

On a motion made by Michael Carn and seconded by Anna Silva, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved to Amend the motion to include Dave Svetlick's Florida East Coast Electrical JATC registered apprenticeship program in Broward County to the ITA List.

On a motion made by Patricia West and seconded by Marjorie Walters, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials

unanimously approved to add 43 registered apprenticeship programs in Broward County to the ITA List.

8. CSBD Marketing and Communications Plan for PY 18–19

Each year, CSBD implements targeted and strategic outreach to job seekers, employers, and community stakeholders through the press and digital, print, and social media, in an effort to increase awareness of CSBD services. This plan identifies CSBD's communications goals and objectives for the PY 18–19. Approved at the 6/4 Employer Services and 6/11 Executive Committee meetings. *(This is in alignment with the BWDB goal to maintain our roles as workforce development leaders.)*

Mason Jackson thanked the Board members for sharing CSBD's information on social media. Javon Lloyd provided an overview on media the Marketing and Communication plan and the various outlets CSBD utilizes to target job seekers, employers and community stakeholders through radio advertising, the press, digital, print and social media.

On a motion made by Francois LeConte and seconded by Gary Arenson, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved CSBD's communications goals and objectives for the PY 18 – 19.

REPORTS

1. Toni Brown Customer Service Award

The CSBD Toni Brown Customer Service Award will be presented to Ezekiel McKine, the Central office, WTP Job Club Facilitator, in honor of long time Career Counselor, Toni Brown.

2. Board Members Recognition

Patricia West, David Svetlick were recognized for their many years of service to the Board.

3. Board Training

This training is aligned with the Board direction at the 9/18/17 meeting to provide Board training when the agenda permits. Rochelle Daniels, General Counsel, for CSBD ~~will~~ provided a review of conflict and ethics rules applicable to workforce board and elected officials oversight of responsibility.

4. Broward County Unemployment

The unemployment rate in Broward County was 3.7 percent in June 2018. Lower by 0.3 percentage point over the year. In June 2018, Broward County's unemployment rate was 0.2 percentage point lower than the state rate (3.9) and 0.3 percent point lower than the national rate (4.2 percent). Out of a labor force of 1,047,309 there were 38,354 unemployed Broward County residents.

5. 2018 Marine Industry Skill Gaps & Job Vacancy Survey

At the request and coordination of CSBD, the Florida Department of Economic Opportunity conducted a survey among South Florida employers in the marine industry to research the

existence of skills gaps and job vacancies in the local industry. The final survey results measured 1,352 job vacancies in the South Florida area. There were an estimated 1,335 total skills gaps in the industry. The number of hard skills gaps reported was lower than those for soft skills. Information technology/research related skills ranked first among hard skills gaps while leadership ranked first among soft skills gaps. CSBD plans to use this information to determine whether there are training programs that can be added to the list of approved trainings for the industry. Reviewed at the 6/4 Employer Services and 6/11 Executive Committee meetings.

Mason Jackson said time did not permit a proper discussion and would bring it to a future meeting to present the information.

6. Local Employer Awareness and Satisfaction Survey

CSBD conducted an employer survey in May 2018. The survey was to measure employer 1) awareness of and 2) satisfaction with CSBD services. For those surveyed, 85% knew of CSBD. This was an increase of 8% compared to 2014 when last surveyed. In the satisfaction component, 75% of employers were very satisfied with the quality of services they received. A few employers commented on unqualified candidates applying to their open jobs. This is mainly a result of employer's selecting to have candidates apply directly to them. CSBD is implementing strategies to educate employers on selecting the option to have CSBD pre-screen candidates prior to referral to the employer. This will ensure all candidates meet the employers' qualifications. Reviewed at the 6/4 Employer Services 6/11 Executive Committee meetings.

Mason Jackson briefly reviewed survey results.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

None

MATTERS FROM THE BOARD

None

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

- Mason Jackson mentioned that he collaborated with Superintendent Robert Runcie, to host the job fair on 7/26 to hire armed security school officers/guardians for Broward County Public Schools.
- Mason Jackson mentioned there was an article about CareerSource Miami Dade taking credit for placing customer into full employment and receiving incentive funds when the jobs were only part time employment. Mr. Jackson further added that CSBD did an internal review of our data in Employ Florida and advised the Board that CSBD codes temporary jobs appropriately.

ADJOURNMENT 9:35 A.M.

THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR SEPTEMBER 27, 2018 AT 8:00 A.M.