
MINUTES

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

Partnership Meeting #207

Thursday, May 24, 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, Mayor Josh Levy (via phone agenda item #5), Gina Alexis (via phone), Gary Arenson (via phone), Kristen Cavallini-Soothill, Paul Farren, Cynthia Gaber, Dr. Lisa Knowles, Francois LeConte, Dr. Gertrudis Perez- Dusek (via phone), Sam Robbin (via phone), Pam Sands (via phone), Cynthia Sheppard (via phone), Anna Silva (via phone), John Simmons, David Svetlick, Bob Swindell (via phone), Enid Valdez, Marjorie Walters (via phone), Patricia West, and Janet Wincko

Members who were unable to attend were: Mayor Dean Trantalis, Carlos J. Arboleda, Josie Bacallao, Dr. Ben Chen, Mildred Coyne, Frank Horkey, Kevin Kornahrens, Mayor Frank Ortis, and Steve Tinsley

PLEDGE OF ALLEGIANCE

INVOCATION

Patricia West gave the invocation.

MEMBER SPOTLIGHT

Kristen Cavallini-Soothill gave the Board member spotlight.

Joel Greenbaum, Project Manager, Disaster Relief Worker Programs, gave the staff spotlight.

APPROVAL OF MINUTES

Approval of the minutes of the April 26, 2018 Broward Workforce Development Board/CareerSource Broward Council Partnership Meeting #206.

A motion to approve the minutes of the of the April 26, 2018 BWDB Partnership/CareerSource Broward Council meeting #206 was made by Francois LeConte 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 David Svetlick and seconded by John Simmons, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the Consent Agenda of May 24, 2018.

1. Monthly Performance Report

The current performance for the month of March is provided. This month's data reflects that within the Big 7 Regions CSBD is in a four-way tie for 1st in WIOA Entered Employment Rate (EER), ranks 1st in Veterans EER, ranks 2nd in WTP EER and WTP All Family Participation Rate and ranks 3rd in WTP Two Parent Participation Rate and Wagner Peyser EER.

2. BWDB Committee Summary

Summary of actions taken at the following meetings:

One Stop Services & Special Populations & Youth Committee meeting – May 1, 2018
Executive Committee meeting – May 14, 2018

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. PY 2018 – 2019 Preliminary Budget

Carol Hylton gave a presentation to the Board on the PY 18-19 preliminary budget. The budget reflects an overall decrease of 4% in non-discretionary funds available. The total amount of formula and carryforward that we project to be available in PY 18-19 is \$18,261,089 as compared to \$19,098,690 actual in PY 17-18. The budget continues to emphasize investments in customer training and getting unemployed people back to work and, aligns with WIOA and achieving BWDB strategic initiatives and key business results. *(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.)*

Roy Rogers, member of the public, asked if we still have the clothing closet for our customers. Carol Hylton responded that we provide clothing vouchers. Mason Jackson indicated that we did not have a variety of sizes that customer required and we no longer had the space to store the clothing.

2. Broward County Public Schools (BCPS) Youth Contract Renewal for PY 2018 – 2019

Consideration to approve the renewal of the BCPS's out-of-school youth (OSY) contract for PY 18 – 19, in the amount of \$475,000, to serve 195 youth. To keep an even ratio of staff to caseload as youth successfully exit the program their slots may be backfilled. BCPS is meeting required performance. Because a Board member, Enid Valdez is employed by BCPS 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 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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.)*

Enid Valdez declared a conflict of interest for this item as she is employed by the School Board of Broward County. She abstained from voting and submitted a conflict of interest form at the meeting.

On a motion made by Francois LeConte and seconded by Paul Farren, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved the renewal of the BCPS's Youth Contract renewal for PY 18-19 by a 2/3 vote of the seated quorum.

3. Broward College Youth Contract Renewal for PY 18 – 19

Consideration to approve the renewal of the Broward College OSY contract for PY 18 – 19 in the amount of \$435,000 to serve 163 youth a slight increase over last year. To keep an even ratio of staff to caseload as youth successfully exit the program their slots may be backfilled. Broward College is meeting required performance. Because a Board member, Dr. Mildred Coyne, is 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 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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.)*

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

On a motion made by Francois LeConte and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved renewal of the Broward College OSY contract for PY 18 – 19 by a 2/3 vote of the seated quorum.

4. Navigator and Vendor Youth Contract Renewals for PY 18 – 19

Consideration to approve PY 18-19 contract renewals for 1) Navigator contracts for Handy – \$101,500 and FLITE – \$130,000 to provide case management services to economically

disadvantaged youth and 2) Vendor tutoring – \$2,500. To keep an even ratio of staff to caseload as youth successfully exit the program their slots may be backfilled. Both HANDY and FLITE are meeting required performance. Approved at the 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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.)*

On a motion made by Francois LeConte and seconded by Enid Valdez, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved Navigator and Vendor Youth contract renewals for PY 18 – 19.

5. PY 18 – 19 Preliminary Budget

Consideration to approve the PY 18-19 preliminary budget. The budget reflects an overall decrease of 4% in non-discretionary funds available. The total amount of formula and carryforward that we project to be available in PY 18-19 is \$18,261,089 as compared to \$19,098,690 actual in PY 17-18. The budget continues to emphasize investments in customer training and getting unemployed people back to work and, aligns with WIOA and achieving BWDB strategic initiatives and key business results. Approved at the 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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.)*

Mayor Josh Levy attended via phone for agenda item #5.

On a motion made by Enid Valdez and seconded by Gary Arenson, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the PY 18-19 preliminary budget.

6. New Courses For Existing ITA Provider – Broward College

Consideration to approve current ITA provider Broward College’s request to add its 1) Business Analytics, 2) Cybersecurity, and 3) Supply Chain Management SCPro™ Fundamentals programs to the Customer Individual Training Account (ITA) list. CSBD reviewed the application for completeness and to ensure that Board mandated criteria are met for the training program and related occupational title. Because a Board member, Dr. Mildred Coyne, is 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 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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.)*

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

On a motion made by Francois LeConte and seconded by Enid Valdez, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved New Courses For Existing ITA Provider – Broward College by a 2/3 vote of the seated quorum.

7. **Continued Eligibility for Current ITA Providers – Atlantic, McFatter, and Sheridan**

Consideration to 1) approve Atlantic, McFatter and Sheridan Technical Colleges' Continued Eligibility status for the next two year period beginning 7/1/18 thru 6/30/20 and 2) retain all of their currently approved occupational training programs on the ITA list. CareerSource Florida (CSF) guidance requires that our eligible providers submit new applications every two years to remain on our ITA list and keep their status. CareerSource Broward (CSBD) has reviewed the applications for completeness and to ensure that Board mandated criteria are met for the training programs and related occupational titles. Because a Board member, Enid Valdez is employed by Broward County Public School 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 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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 CareerSource Florida guidance requires that our eligible providers submit new applications every two years to remain on our ITA list and keep their status. CSBD has reviewed the applications for completeness and to ensure that Board mandated criteria are met for the training programs and related occupational titles.

Enid Valdez declared a conflict of interest for this item as she is employed by the School Board of Broward County. She abstained from voting and submitted a conflict of interest form at the meeting.

On a motion made by Francois LeConte and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved Continued Eligibility for Current ITA Providers – Atlantic, McFatter, and Sheridan by a 2/3 vote of the seated quorum.

8. **Continued Eligibility for Current ITA Provider – Broward College**

Consideration to approve 1) Broward College's "Continued Eligibility" status for the next two year period beginning 7/1/18 thru 6/30/20 and 2) retain all of their currently approved occupational training programs on the ITA list. CSF guidance requires that our eligible providers submit new applications every two years to remain on our ITA list and keep their status. CSBD has reviewed the application for completeness and to ensure that Board mandated criteria are met for the training programs and related occupational titles. Because a Board member, Dr. Mildred Coyne, is 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 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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.)*

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

On a motion made by Paul Farren and seconded by Bob Swindell, the Broward Workforce Development Board, Inc./CareerSource Broward Council of Elected Officials unanimously approved Continued Eligibility for Current ITA Provider – Broward College by a 2/3 vote of the seated quorum.

9. Continued Eligibility for 13 Current ITA Providers

Consideration to 1) approve Continued Eligibility status for the next two year period beginning 7/1/18 thru 6/30/20 for 13 current ITA providers and 2) retain 79 currently approved occupational training programs on the ITA list. CSF guidance requires that our eligible providers submit new applications every two years to remain on our ITA list and keep their status. CSBD has reviewed the applications for completeness and to ensure that Board mandated criteria are met for the training programs and related occupational titles, minus 2 providers that did not respond and 1 that has closed the school. Approved at the 5/1 combined One Stop Services & Special Populations and Youth Committee meeting and 5/14 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 there are three (3) providers that are not included in the recommendation. One of the providers is no longer in business and the remaining two did not file their applications timely.

On a motion made by Francois LeConte and seconded by Kristen Cavallini-Soothill, the Broward Workforce Development Board, Inc. /CareerSource Broward Council of Elected Officials unanimously approved the continued Eligibility for 13 Current ITA Providers.

10. The House Farm Bill, H.R. 2, Agriculture and Nutrition Act of 2018, Impact to SNAP

On 4/18/18, the House Agriculture Committee passed the House Farm Bill, H.R. 2., Agriculture and Nutrition Act of 2018, which has been sent to the full House for vote later in May. The bill proposes many changes to SNAP, which could end or cut benefits for a substantial number of low-income people by creating additional barriers to SNAP participation by 1) limiting access 2) increasing penalty time periods 3) discouraging assets and savings 4) providing inadequate funding for work programs, while possibly hurting many poor working families, children and individuals who are struggling to find stable employment. We have been told by our national organizations that these new restrictions will not pass the Senate. Approved at the 5/14 Executive Committee meeting. *(This is in alignment with the BWDB goal to maintain our roles as workforce development leaders.)*

Mason Jackson stated we no longer need approval for the draft letter as the House did not vote for changes in this bill.

REPORTS

1. Presentation Broward County Public School

Mrs. Enid Valdez, Director Career, Technical, Adult, Community Education will present two programs at the May Board meeting that may be of interest to the members 1) the National Academy Foundation and 2) the Big Picture Learning Initiative, both are currently operating in the high schools.

Lucille Flynn gave a presentation on the National Academy Foundation and Christie Cerbone gave a presentation on the Big Picture Learning Initiative.

2. D&O Insurance with Employment Practice Liability

The Board has authorized the President/CEO to make the purchase of D & O Insurance with a report to the governing boards each year. As we do at the end of each insurance term, we asked our agent to solicit quotes from other carriers. We received several quotes. We purchased D & O coverage which includes Employment Practices Liability from the Philadelphia Insurance Company in the amount of \$3,000,000 at an annual cost of \$6,460.

3. Broward County Unemployment

The unemployment rate in Broward County was 3.2 percent in April 2018. Lower by 0.5 percentage point over the year. In April 2018, Broward County's unemployment rate was 0.2 percentage point lower than the state rate (3.4) and 0.3 percent point lower than the national rate (3.7 percent). Out of a labor force of 1,032,334 there were 32,804 unemployed Broward County residents.

4. Broward College Foundation

On 3/27 the Jerry Taylor & Nancy Bryant Foundation announced \$1.9 million contribution for five students each year to be awarded the Taylor-Bryant Avionics Honor Scholarship, to support the expansion of the Institute's Building 99 hangar, and fund further development of a bachelor's degree program in aerospace science.

5. My Next Move

On 5/10, CSBD participated in the 2018 My Next Move College/Career & Work Readiness Program that was held at the Broward County Convention Center. For the past several years this event has been spear headed by Broward County Mayor Beam Furr. The event was designed to help current high school seniors in Broward County explore options for careers, work, or internship opportunities after graduation. At this event, students were able to meet with various employers and educational institutions. CSBD helped prepare the students by facilitating soft skill workshops that covered topics such as interviewing tips, writing effective resumes, professionalism, and more. CSBD also had an exhibitor's booth at the event.

MATTERS FROM THE CAREERSOURCE BROWARD COUNCIL

None

MATTERS FROM THE BOARD

None

MATTERS FROM THE FLOOR

None

MATTERS FROM THE PRESIDENT/CEO

- Mason Jackson stated that we received the *Broward Apprenticeship* Grant. CareerSource Broward, Broward College and Wheelhouse IT (a local employer) are in collaboration to develop a new apprenticeship program in the Information Technology field.
- Mason Jackson mentioned he emailed Board members to recommend individuals to be part of the Board. Mason further noted that we are looking for individuals in the targeted industries: International Trade and Logistics, Aerospace & Aviation, and Cloud Technology & Mobile and Communications.

ADJOURNMENT 9:29 A.M.

THE NEXT BROWARD WORKFORCE DEVELOPMENT BOARD/CAREERSOURCE BROWARD COUNCIL MEETING IS SCHEDULED FOR JUNE 28, 2018 AT 8:00 A.M.