



SFWIB EXECUTIVE COMMITTEE

DATE: June 11, 2015

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

May 14, 2015 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Suite 112

Miami, FL 33126

<p>EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE</p> <ol style="list-style-type: none"> 1. Piedra, Obdulio, <i>Chairman</i> 2. Bridges, Jeff, <i>Vice-Chairman</i> 3. del Valle, Juan 4. Ferradaz, Gilda 5. Gaber, Cynthia 6. Garza, Maria 7. Gibson, Charles <p>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</p> <ol style="list-style-type: none"> 8. Perez, Andy 	<p>SFWIB STAFF</p> <p>Beasley, Rick Alonso, Gustavo Garcia, Christine Hernandez, Juan Jean-Baptiste, Antoinette Kavehersi, Cheri Morgan, Myria Smith, Marian</p>	<p>AUDIENCE:</p> <p>***NONE****</p>
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Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Chairman Obdulio Piedra called the meeting to order at 8:20am, asked all those present introduce themselves, and noted into record that a quorum had been achieved.

2. A. Approval of February 19, 2015 Meeting Minutes

Vice-Chairman Jeff Bridges moved the approval of February 19, 2015 meeting minutes. Motion seconded by Ms. Maria Garza; **Motion Passed with Unanimous Consent**

3. Information – State Allocations for PY 2015

Chairman Piedra introduced the item. Executive Director Rick Beasley further discussed and briefly read into record the Workforce Innovation and Opportunity Act (WIOA) state allocations released by the U.S. Department of Labor – Employment & Training Administration on April 27, 2015. He additionally reviewed with the Committee attachments A & B for PY2015, where it specified a 5% (\$2,292,026) decrease of WIOA Youth Activities State allotments for the State of Florida compared to PY 2014. Florida will also receive a decrease of 4.85% (\$2,181,396) in WIOA Adult Activities allotments, but nonetheless, would gain 2.44% (\$1,471,579) in WIOA Dislocated Worker Activities State Allotments for PY 2015 compared to PY 2014. He lastly discussed attachment G Employment Service (Wagner-Peyser), which shows Florida having a decrease of .52% (\$200,784) for PY 2015 compared to PY 2014.

4. Information – Florida In-State Allocations for PY2015

Mr. Beasley introduced the item and further discussed preliminary in-state allocations for PY2015. He later reviewed with the Committee the PY 2015-16 New Funding Analysis, which shows the following:

- 6.9% decrease in WIA Adult funds
- 8.3% decrease in WIA Youth funds
- 6% increase in WIA Dislocated Worker funds
- 2.8% decrease in Wagner-Peyser funds
- 7.1% decrease in TANF funds

Chairman Piedra questioned the fact Region 23 is being impacted by over half of the overall funding in Wagner Peyser funds. Mr. Beasley provided a brief breakdown and explained that the calculation was based on relative share and number of unemployed individuals. Chairman Piedra also questioned the fact some regions received an increase in funds.

With regards to the calculation, Ms. Garza wanted to confirm whether it had been based on the total number of unemployed individual in each region. Mr. Beasley confirmed and explained that the calculation is done this way for this particular category.

Mr. del Valle requested additional details regarding the whole harmless provision and Mr. Beasley explained that it is based on 90% of allocation from the previous year. Mr. Bridges asked whether it is divided equally and Mr. Beasley explained that it's based on the relative share.

There was continued discussion regarding relative shares.

Prior to proceeding to the next item, Chairman Piedra inquired about the amount currently in reserves and carryover. Mr. Beasley and staff responded an estimated \$2.0 million and \$15 million in carryover. Mr. Bridges asked whether there had been less dollars carried over in prior years and Mr. Beasley responded that it was much higher. Ms. Garza asked whether if the carried over funds were already allocated. Mr. Beasley responded, "Yes."

5. Information – April 2015 Monthly Job Placement Report

Chairman Piedra introduced the item and Mr. Beasley further discussed. Mr. Beasley continued his discussion from item#4 regarding relative shares by reviewing with the Committee the Monthly Job Placement Report and data report for the month of April 2015. He additionally explained this region placed a total of 6,921 job seekers into jobs compared to 6,293 for the same period last PY 2013-14 resulted in a ten percent increase. He additionally noted this region also exceeded its relative share with a very high percentage of 18%.

Ms. Garza asked whether regional performances are taken into account when determining how much to allocate. Mr. Beasley provided details on the new performance based model. Chairman Piedra commended this region for shifting its business model in a positive way, whereby career centers are now more business centric. He additionally noted that as a result, there have been mass improvements in performances. Mr. Beasley added on to his comments as well. Ms. Garza added there has been a "behavioral shift" and encouraged this region to

focus on “hard to serve” individuals that are not able to put together a resume on their own and lack the basic (soft) skills to get a job.

Mr. Beasley stated this region is currently working on revising the customer service workflow in alignment with the Workforce Investment Opportunity Act (WIOA) in order to improve soft skills, work readiness and sales training. Chairman Piedra asked whether this region is using Customer Relations Management (CRM) tracking software. Both Mr. Beasley and Business Services Manager, Cheri Kavehersi responded, “Yes” and explained this region is currently using Salesforce.

Mr. Beasley additionally shared with the Committee that staff will be meeting with Geographic Solution to potentially launch an application (app) for the Employ Miami-Dade program.

There was continued discussion regarding salesforce, performances, and leadership skills. Chairman Piedra asked Mr. Beasley to share with the Committee regarding the City of Miami Career Center and Mr. Beasley commended Center Director, David Gilbert of the of that Center for his outstanding leadership and culture in which he handles employers (businesses) as Mr. Gilbert goes above and beyond to assist them. He stated various employers are willing to travel across town to receive the level of service provided by the Mr. Gilbert and staff at City of Miami Career Center. The center is known for its quality customer service, number of placements, and follow-throughs. He also commended Center Director Maleidy Acedo of the Homestead Career Center for her outstanding leadership and **Arbor for its high number of placements.**

6. Recommendation as to Approval of Workforce Performance Incentives to the Contractors

Mr. Beasley introduced the item and noted staff’s recommendation for the Board’s approval of a Workforce Services revised Job Placements Performance and New Performance Incentives to PY 2014-15 contractors. He subsequently read into record the following two (2) proposed incentive options:

Option 1: If the Contractor meets or exceeds 100 percent of the maximum required Job Placement units as set forth in the contract by the end of the contract period and has not earned all of its total contracted Job Placements (Base + Carryover) dollar amount for the contract period; the contractor will be awarded five (5) percent from the unearned total contracted Job Placements dollar amount for the contract period as an incentive performance payment to provide staff incentives.

Option 2: If the Contractor meets or exceeds 100 percent of the maximum required Job Placement units as set forth in the contract by the end of the contract period and as a result exceeds its total contacted Job Placements (Base + Carry over) dollar amount for the contract period; the contractor will be awarded an additional five (5) percent of the total contracted Job Placements dollar amount for the contract period as an incentive performance payment to provide staff incentives.

Ms. Maria Garza moved the approval of Workforce Performance Incentives to the Contractors. Motion seconded by Ms. Cynthia Gaber; **Further Discussion(s)**

Mr. del Valle asked whether the contractors will earn up to five (5) percent, or entire 5%. Mr. Beasley responded 5%. Mr. del Valle asked what happens if there's not enough monies left in in the pool of funds. Mr. Beasley responded that the contractor would be granted whatever is remaining. As such, it was recommended to change the language in option #1 to state, "up to 5%".

In regards to option# 2, Ms. Ferradaz asked where would funding incentives be allocated from should contractors reached their maximum. Mr. Beasley explained that funds would be reallocated from contractors that did not meet performances, or if all have maxed, it would come from reserved funds.

Mr. Bridges asked with reference to option#2, what would be the total incentive costs should all providers exceed performances as he later cautioned staff that this would potentially result in this agency exhausting all of its reserves. He also noted the allocation would potentially be reduced. Mr. Beasley responded that the language would be revised to state, "yearly incentive".

Chairman Piedra shared with the Committee regarding an article in Harvard Review newspaper that explained the importance of sales performance and employee recognition. He additionally stated there would be a testing period prior to official launch of new incentives. And noted how a performance based environment shifts would potentially shift human behavior.

Chairman Piedra Called the Question.

Motion Passed as Amended with Unanimous Consent

7. Recommendation as to Approval of Monthly Performance Incentives for Career Center Staff

Chairman Piedra introduced the item and Mr. Beasley further discussed noting staff's recommendation for the Committee's approval to recommend to the Board of a monthly performance incentive of \$300 to each of the top two (3) Workforce Services Professionals in the Region based on individual performances.

Mr. Juan Carlos del Valle moved the approval of a monthly performance incentives for Career Center Staff. Motion seconded by Mr. Charles Gibson; Further Discussion(s):

Ms. Ferradaz asked whether if there would be a special formula and category in place to determine who would qualify for performance incentives. Mr. Beasley responded, "Yes" and noted that Direct Job Placements, average wage/economic benefit to the community (quality of placements) and other criteria would be factored in.

Ms. Gaber asked whether staff would also factor in a category for those that best service the most "difficult" clients. Mr. Beasley responded that he would look into it and see if that could also be factored in. However, the primary goal is to encourage staff to seek quality placements for clients in this region.

Ms. Garza asked whether there would be any restrictions on how funding incentives are used once awarded. Mr. Beasley responded, "No." He emphasized the importance of recognizing those employees that help make a positive impact to the economy when providing quality placements to clients in this region.

Chairman Piedra inquired about tax regulations regarding for monetary incentives. Mr. Beasley responded that staff has contacted the state with regards to regulations.

Motion Passed with Unanimous Consent

New Business(s):

- Mr. Beasley briefly shared with the Committee regarding two Summer Youth Employment related items that were brought before Miami-Dade County Commissioners for approval. One of which he provided a copy to committee members (refer to resolution No. R-235-15). He'd explained to the Committee about an alternative way of having dollars matched for youth employment ages 14-17 yrs. that wouldn't involve any administrative costs. Chairman Piedra shared his concern regarding the timing of recommending the resolutions to the BCC for approval as he explained that by the time it is approved, and implemented, summer would be ending funding would not be of good use.

There being no further business to come before the Committee, the meeting adjourned at 9:46am.