



SFWIB EXECUTIVE COMMITTEE

DATE April 9, 2020

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

March 12, 2020 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Suite 500

Miami, FL 33126

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	AUDIENCE:
<ol style="list-style-type: none"> 1. Perez, Andy, <i>Chairman</i> 2. Gibson, Charles, <i>Vice-Chairman</i> 3. del Valle, Juan Carlos 4. Ferradaz, Gilda 	<ol style="list-style-type: none"> 5. Garza, Maria <p>*****</p> <p>SFWIB STAFF</p> <p>Beasley, Rick Anderson, Frances Gilbert, David Jean-Baptiste, Antoinette Kavehersi, Cheri Kelly, Travis Smith, Marian</p>	<p>Cotton, Jennifer -</p> <p>Perez-Boroto, Connie</p> <p>Rodanes, Carlos</p> <p>Rodriguez, Maria</p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Chairman Andy Perez called the meeting to order at 8:30am, asked all those present introduce themselves, and noted into record that a quorum had been achieved.

2. A. Approval of February 13, 2020 Meeting Minutes

Ms. Gilda Ferradaz moved the approval of February 13, 2020 meeting minutes; Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

3. Information – DEO 2019-20 Internal Control Questionnaire and Assessment

Chairman Perez introduced the item and Mr. Beasley further presented.

Chairman Perez briefly noted that he requested this report be provided to members beforehand so that all had an opportunity to review the report prior meeting.

No further questions or discussions

4. Information - USDOL Targeted Program Compliance and Assistance Review (TPCAR)

Chairman Perez introduced the item and Mr. Beasley further presented the USDOL Targeted Program Compliance and Assistance Review (TPCAR).

Ms. Ferradaz inquired about developing procedures and Mr. Beasley explained.

No further questions or discussions.

5. Recommendation as to Approval to Accept and Allocate Funds for the City of Miami Gardens Summer Youth Employment Program

Chairman Perez introduced the item and Mr. Beasley further presented.

Mr. Juan Carlos del Valle moved the approval to accept and allocate funds for the City of Miami Gardens Summer Youth Employment Program. Motion seconded by Mr. Charles Gibson; **Further Discussion(s):**

Mr. Gibson inquired about the amount of funds matched and Mr. Beasley responded \$150,000. Mr. Gibson asked if this included another entity located in Miami Gardens. Mr. Beasley responded, “No”. Mr. Gibson further asked whether if there would be a separate allocation for the other entity. Mr. Beasley further explained.

Ms. Ferradaz inquired about purchases of cell phones and laptops. Mr. Beasley provided details.

Motion Passed by Unanimous Consent

6. Recommendation as to Approval to Release a Request for Proposal for the Selection of Workforce Services Providers

Chairman Perez introduced the item and Mr. Beasley further presented.

Ms. Gilda Ferradaz moved the approval to release a request for proposal for the selection of workforce services providers. Motion seconded by Mr. Juan Carlos del Valle; **Further Discussion(s):**

Ms. Ferradaz and Chairman Perez asked whether if this would include all services and Mr. Beasley responded, “Yes.” He further explained it specifically consisted of services provided at the career centers as well as youth services.

Motion Passed by Unanimous Consent

7. Recommendation as to Approval to Release a Request for Proposal for the Selection of Workforce Services Providers

Chairman Perez introduced the item and Mr. Beasley further presented.

Ms. Gilda Ferradaz moved the approval to release a request for the selection of youth services providers. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

New Business (es):

Mr. Beasley presented the following updates:

- Coronavirus (Coviod19) Update Information
- Virtual Services (each member received a copy of current report)
- Chairman Perez inquired about purchasing requirements and Mr. Beasley explained.

Ms. Ferradaz recommended identifying the various codes related to the current virus.

Chairman Perez recommended a vote made giving the Executive Director flexibility/authorization to purchase supplies related to coronavirus at a maximum budget of \$500,000.

Mr. Juan Carlos del Valle moved the approval of said recommendations. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed Unanimously**

Ms. Ferradaz asked whether if cell phones would be provided to staff. Mr. Beasley responded “Yes” then explained that roughly 300 cell phones would be ordered to include monitors, laptops and hot spots.

There was continued discussion.

Ms. Ferradaz recommended reviewing the executive order.

Prior to meeting adjournment, Mr. Beasley noted that all scheduled trainings postponed until further notice.

There being no further business to come before the Committee, meeting adjourned at 9:03am.

DRAFT