



SFWIB EXECUTIVE COMMITTEE MEETING MINUTES

DATE: September 12, 2024

LOCATION: VIRTUAL ONLY

ZOOM: https://us02web.zoom.us/webinar/register/WN_ISSH7LAzTdywsrtfD2Q3IA

1. **CALL TO ORDER:** Chairman Gibson called to order the regular meeting of the SFWIB Executive Committee Meeting at 8:22AM on September 12, 2024.
2. **ROLL CALL:** 6 members; 4 required; 5 present: Quorum established.

SFWIB EXECUTIVE COMMITTEE MEMBERS PRESENT	SFWIB MEMBERS ABSENT/EXCUSED	SFWIB STAFF
(All attended via Zoom) del Valle, Juan-Carlos, Vice-Chairman Canales, Dequasia Ferradaz, Gilda Gibson, Charles, Chair Loynaz, Oscar, M.D.	Chi, Joe (Excused)	Beasley, Rick Bennett, Renee Morgan, Ebony Perrin, Yian Smith, Robert ADMINISTRATION/IT
OTHER ATTENDEES		

Agenda items are displayed in the order they were discussed.

In advance of the meeting, Ms. Canales provided an update on the Steward Healthcare System and the group's ongoing efforts to identify potential buyers and finalize the planning of a job fair to prevent possible layoffs. She further shared that an announcement has been made regarding interim operators who will manage the hospitals to ensure their continued operation while the search for potential owners continues. Mr. Beasley explained that Ms. Canales, Mr. Chi, the Beacon Council, and the Greater Miami Chamber of Commerce have been meeting weekly to find ways to prevent the closure of three Steward Healthcare facilities and the layoff of over 1,900 employees.

2A. Approval of Executive Committee Meeting Minutes – August 8, 2024

Chairman Gibson presented agenda item 2A. August 8, 2024 Executive Committee Meeting minutes for review in advance of approval.

Motion for approval of the August 8, 2024 SFWIB Executive Committee Meeting minutes by Ms. Canales; Vice-Chairman del Valle seconded; **motion is passed without dissent.**

No further comments or suggestions were submitted from the members. Item closed.

3. Information – Internal Control Questionnaire and Assessment

Chairman introduced the item; Mr. Beasley informed the members that the Internal Control Questionnaire and Assessment, created by the Department of Commerce Internal Controls Unit, is a self-assessment that must be completed and submitted to the State annually. He led members through the essential sections of the document, which includes: risk assessment awareness and management, operational effectiveness and efficiency, financial reporting reliability, and compliance adherence to applicable laws and regulations.

The form has been completed and sent to CSSF Finance for review in advance of being forwarded to the Chairman for signature.

Ms. Canales recognized CSSF staff for effectively communicating information to keep the Board informed, while also explaining the nature of the item or issue, its rationale, and any subsequent actions the team will undertake to address the matter.

No further comments or suggestions were submitted from the members. Item closed.

4. Information – WIOA Regional Planning Requirements

Chairman Gibson introduced the item; Mr. Beasley further presented.

The Workforce Innovation and Opportunity Act (WIOA), Section 106, mandates that each State Workforce Development Board must create and execute a State Workforce Development Plan. This involves regional planning that requires economic data for each local workforce development area. Towards the end of last year, the CareerSource Florida Board of Directors approved Administrative Policy 123 – Regional Planning Areas Identification and Requirements. This policy outlined the method used to identify regional planning areas for groups of two or more Local Workforce Development Areas (LWDA) and the prerequisites for developing regional WIOA plans. As a result, Miami-Dade was paired with Broward County. Mr. Yian Perrin, our Assistant Director of Administration, will oversee this project.

Mr. Beasley commented on the potential outcomes of this process and the CSSF policies and procedures that may be revised due to this exercise. He concluded by stating that CSSF staff will oversee the logistics of collecting signatures from both boards before presenting the report to the Mayor's office for review and signature before sending it to the state.

Vice Chairman del Valle shared his perspective on Miami-Dade being paired with Broward and inquired about the potential alignment with Palm Beach, which may be considered in a tri-county regional planning effort. Rick explained that each grouping was reviewed based on several factors, such as commuter patterns, finances, industry mixes, and employer characteristics. These variables were examined and considered, leading to the pairing of Palm Beach with the Research Coast and Broward County with Miami-Dade County.

No further comments or suggestions were submitted from the members. Item closed.

5. Information – PY 23-24 WIOA Quarter 4 Common Performance Measures

Chairman Gibson introduced the item; Mr. Beasley presented the PY 2023-2024 WIOA 4th quarter performance measures, highlighting significant improvements in various areas. He noted several improvements to data entry that have implemented with the providers to better and the use of the automated monitoring tool. He concluded by stating that the strategies implemented are working well and should continue to be refined to sustain success

No further comments or suggestions were submitted from the members. Item closed.

6. Information – CSSF Common Measures Tool Presentation

Chairman Gibson introduced the item; Mr. Beasley was unable to conduct a demonstration of the Common Measures Tool. It will be rescheduled to take place at a later date.

No further questions or comments were presented for consideration. Item closed.

7. Approval – The South Florida Hispanic Chamber of Commerce as Business Services Intermediary

With the Chairman's authorization, Mr. Beasley presented the recommendation to approve the South Florida Hispanic Chamber of Commerce as a business intermediary for CSSF. As an extension of our business services unit, this organization will offer rapid response and layoff aversion services to local businesses that may be facing financial difficulties.

Motion to recommend for approval to allocate an amount not to exceed \$75,000 in WIOA Dislocated Worker funding to the South Florida Hispanic Chamber of Commerce to serve as business services intermediary to expand CSSF's rapid response and layoff aversion services to local businesses submitted by Ms. Canales; Dr. Loynaz seconded; **motion is passed without dissent.**



No further comments or suggestions were submitted from the members. Item closed.

New Business

SFWIB Member Recruitment

Mr. Beasley is working with the Greater Miami Chamber of Commerce and CAMACOL to find a new member, ideally from the healthcare sector, to succeed Mr. Thomas ‘Tom’ Roth, who recently resigned from the SFWIB. Mr. Beasley is hopeful that he will have a list of potential candidates ready for review before the October 10, 2024, SFWIB Executive Committee Meeting.

SFWIB Finance and Efficiency Council (FEC) – Chairman and Vice-Chairman Replacement

Following Mr. Roth's resignation, the FEC is without a Chairman. Mr. Gibson, the Chairman of the SFWIB, will continue to serve as the Council's Chair until a new Chair and Vice-Chair are appointed. Mr. Beasley will submit names to the SFWIB Chairman for review and consideration. We hope to have nominees selected for both roles before the next SFWIB Executive Committee Meeting. This will enable us to vote on a recommendation to present to the full board during the October 17, 2024 meeting.

CareerSource Florida Board Meeting Update

This week, the State Workforce Board met to review and discuss various items from the local workforce boards. Yesterday, the board approved two items for the South Florida Workforce Investment Board (SFWIB): the 40% training waiver request and the New Local Workforce Development Area Designation. This designation establishes Region 23 and acknowledges that SFWIB provides workforce services to Miami-Dade County exclusively.

CSSF Events – The Workforce Professional Summit, the FL Broadband Summit, and the 2024 SETA Conference,

Mr. Beasley and a number of CSSF staff members attending the Workforce Professional Summit and the FL Broadband during which they presented on apprenticeship models (with Dr. Rolle of Miami Dade College), the Common Measures Tool and the Automated Measuring Tool. All were well-received; however, the Automated Measuring Tool was an enormous success, as there is a substantial demand for the tool.

The Secretary of Commerce, Mr. Alex Kelly, requested that Mr. Beasley participate in a panel at the Broadband Summit. The discussion centered on Florida's workforce system and some of the services CSSF provides locally.



At the 2024 Southeastern Employment & Training Association (SETA) next week, Mr. Beasley, Mr. Washington, and Ms. Vice will deliver presentations on the Common Measures Tool and the apprenticeship models that are being used in Miami-Dade County. Dr. Rolle of Miami Dade College will accompany Mr. Beasley during the event.

With no further business presented to the Committee, the meeting adjourned at 9:09 am.