



SFWIB FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2A

DATE: June 21, 2018 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

April 19, 2018 at 8:00am

Doubletree by Hilton Miami Airport Hotel &

Convention Center

711 NW 72nd Avenue

Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Gibson, Charles A, <i>Chairman</i> 2. Perez, Andy, <i>Vice-Chairman</i> 3. Bridges, Jeff 4. Datorre, Robert 5. Maxwell, Michelle 6. Scott, Kenneth 	<ol style="list-style-type: none"> 7. Adrover, Bernardo 8. Davis-Raiford, Lucia <p>SFW STAFF Beasley, Rick Garcia, Christine Perrin, Yian</p>	

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Finance & Efficiency Council (FEC) Chairman Gibson called the meeting to order at 8:20am and welcomed all those present. Quorum of members present had not been achieved.

2. Approval of Finance and Efficiency Council Meeting Minutes of August 17, 2017 and October 19, 2017

Item deferred due to lack of quorum.

3. Information – Financial Report – October 2017

Chairman Gibson introduced the item and SFWIB Executive Director Rick Beasley announced Ms. Azor's recent promotion to Finance Assistant Director/Comp Controller. Mr. Beasley commended her work and length of years with CareerSource South Florida, currently a total of 13. He also announced that the assistant comp controller (in Ms. Azor's former position) will be advertised soon.

The members of the Council congratulated Ms. Azor on her promotion.

Ms. Azor later presented the following:

Budget Adjustment:

Revenue: No Revenue adjustments

Expenses:

Youth – Decreased by (\$4,250) due to a transfer to Training and Support Services for the same amount.

Explanation of Significant Variances

1. Training and Support Services 27% versus 67%
2. Other Programs and Contracts 2% versus 67%

Chairman Gibson inquired about pending projects and Ms. Azor provided details.

He also inquired about the amount of program funds that would potentially be carried over to the following year. She responded a total of three to four contracts that would be carried over to the following year due program kick off date. She gave an example of a contract with Miami-Dade County Public Schools Summer Youth Internship.

Chairman Gibson inquired about Future Bankers Contract which showed that it was pending DEO's approval and Ms. Azor provided details.

She continued with the review of variances and the continuation of new projects.

Chairman Gibson inquired about the total amount of pending projects that would potentially carryover.

Mr. Datorre inquired about the status of a contract with United Way of Miami-Dade. Mr. Beasley provided updates. Mr. Datorre inquired about the approval process and Mr. Beasley further explained. He additionally inquired about program timeline.

No further questions or discussions.

5. Information – Bank Reconciliation - October 2017

Chairman Gibson introduced the item and Ms. Azor further presented.

Chairman Gibson inquired about wire transfers.

No further questions or discussions.

4. Information – Bank Reconciliation – February 2018 and March 2018

Mr. Gibson introduced and Mr. Alonso further discussed.

5. Information – Fiscal Monitoring Activity Report

Chairman Gibson introduced the item and Ms. Azor further presented.

Ms. Maxwell inquired about a prior issue where several providers did not include CSSF's logo in their business correspondences. Ms. Azor provided further details.

No further questions or discussions.

6. Information – Preliminary In-State Allocations

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

Mr. Beasley briefly discussed potential referral and assessment services that could be provided via phone.

\$31.8 million in new funding.

No further questions or discussions.

7. Recommendation as to Approval to Accept Additional National Emergency Grant Funds

Chairman Gibson introduced the item and Ms. Azor further presented.

Mr. Datorre inquired about the details of the program and. Ms. Azor further explained.

No further questions or discussions.

8. Recommendation as to Approval to De-obligate National Emergency Grant funds

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

Ms. Maxwell asked whether if de-obligated funds could be deferred. Ms. Azor further explained.

Mr. Datorre requested additional details on the purpose for providing grant funds to the regions. Ms. Azor explained as well as Mr. Beasley.

He further asked whether if there wasn't any additional need for this particular service. Mr. Beasley further explained. Ms. Maxwell also explained the challenges in the Keys as well regarding the use of available grant funds.

Mr. Gibson inquired about the various businesses that are willing to provide housing for their employees. Mr. Beasley provided details on this new trend.

Mr. Beasley briefly explained that we can only contract with government agencies as contracting with businesses are restricted due to contract clauses.

Mr. Beasley explained the objective is about restoration.

There was continued discussion.

Ms. Maxwell shared with the Council regarding the challenges of hiring qualified individuals.

There was continued discussion related to marketing tools.

Chairman Gibson inquired about the next scheduled meeting and Mr. Beasley provided an update, as well as information on this year's summer youth program initiatives and leveraging resources in order to recruit more youth participants for the program.

9. Recommendation as to Approval to Accept Wagner Peyser Cooperative Outreach Program Funds

Chairman Gibson introduced the item and Ms. Azor further presented.

Item recommended to the full board by consensus of the members present.

10. Recommendation as to Accept Additional Veteran Funds

Chairman Gibson introduced the item and Ms. Azor further presented

Mr. Datorre inquired about purpose of additional funds. Mr. Beasley provide further details.

No further questions or discussions.

Item moved to the full board by the consensus of the members present.

11. Recommendation as to Approval to Allocate Funds to Extend the National Emergency Grant Program

Chairman Gibson introduced the item and Ms. Azor further presented.

Chairman Gibson inquired about the details of the processes for the NEG (National Emergency Grant Program). Mr. Beasley provided further details.

Chairman Gibson asked whether if there were any other municipalities within this region that requested partnerships. Mr. Beasley provided further details.

Ms. Maxwell gave a brief update on the current status of Federal Emergency Management Agency (FEMA).

Item moved the full board by consensus of the members present.

Mr. Scott shared his concern regarding his concern of U.S. funding.

There being no further business to come before the Council, the meeting adjourned
At 9:16am