SFWIB FINANCE AND EFFICIENCY COUNCIL MEETING MINUTES

DATE / TIME: August 20, 2026, 8:40 a.m.

LOCATION: The Landing at MIA
5 Star Conference Center (Key Biscayne Room)
7415 Corporate Center Drive, Suite H
Miami, Florida 33126

1. CALL TO ORDER: Mr. Chi, presiding on behalf of Chairman Scott, called the regularly scheduled meeting of the Finance and Efficiency Council to order at 8:40 a.m. on August 20, 2026.

ROLL CALL: 9 members; 5 required; 5 present: Quorum attained.

SFWIB FEC MEMBERS PRESENT	SFWIB FEC MEMBERS ABSENT	SFWIB STAFF
Chi, Joe (Zoom) Datorre, Roberto Gibson, Charles (Zoom) Glean-Jones, Camela Pablo, Pino	Bridges, Jeff Perez, Andres "Andy" **SFWIB FEC MEMBERS EXCUSED** Pintado, Kirenia Scott Jr., Kenneth (Chair)	Bennett, Renee Petro, Basil **ADMINISTRATION / IT**
OTHER ATTENDEES		
None recorded.		

Agenda items are displayed in the order they were discussed.

2. Public Comment

Public comments should be two minutes or less.

Mr. Chi opened the floor for public comment. None were presented. Item closed.

3A. Approval of Finance and Efficiency Council Meeting Minutes – June 18, 2026

Mr. Chi called for the minutes from the June 18, 2026 Finance and Efficiency Council meeting to be considered, allowing members an opportunity to review before entertaining a motion.

Motion: by Ms. Camela Jones to approve the June 18, 2026, Finance and Efficiency Council meeting minutes; Mr. Datorre seconded the motion; item is passed without dissent.

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

4. Information – SFWIB June 2026 Financial Report

Mr. Chi introduced the item; Ms. Bennett reviewed the unaudited SFWIB financial report for the period of July 1, 2025 through June 30, 2026. Staff noted that the report reflects a soft close for the fiscal year and that, because year-end accruals, adjustments, and certain closing entries have not yet been finalized, the expenditure rates presented are preliminary and subject to change. Spending levels through June 30 are generally consistent with expectations and historical trends. Preliminary expenditure rates by cost category were reported as follows:

- Headquarters costs: 99.1%, which is 0.9% below the projected year-end rate.
- Adult Services costs: 81.5%, which is 18.5% below the projected rate.
- Youth Services costs: 86.1%, which is 13.9% below the projected rate.
- Other Programs and Projects costs: 83.8%, which is 16.2% below the projected rate.
- Facilities costs: 77.6%, which is 22.4% below the projected rate.

Staff advised that expenditure rates are expected to increase as outstanding invoices, accruals, and other year-end adjustments are recorded during the final close process, and that final expenditure rates will be reported upon completion of the fiscal year-end closing. The unrestricted fund balance is $384,215.

No comments or concerns were submitted by the members. Item closed.

5. Information – June 2026 and July 2026 Bank Reconciliation

Mr. Chi introduced the item; Ms. Bennett reviewed the cash reconciliations for the General Operating Account for the months ending June 30, 2026 and July 31, 2026.

Mr. Pablo asked about the difference between the beginning book balance and the reconciled ending balance and whether any cash flow shortages are anticipated. Staff explained that the June funding request was required to be submitted prior to month-end, with additional funds requested in early July, and that additional year-end expenses are anticipated as the fiscal year closes.

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

6. Information – OCI Fiscal Monitoring Activity Report

Mr. Chi introduced the item; Ms. Bennett reviewed the Fiscal Monitoring Activity Report for the period of June 19 through July 30, 2026. During the period, one subrecipient was monitored by the Office of Continuous Improvement (OCI): Big Brothers Big Sisters of Miami, Inc., for the Take Stock in Children Scholarship program, with a contract amount of $300,000. Disallowed costs totaled $259.20:

- $224.37 for office refreshments, snacks, tableware, and cleaning supplies purchased for general operating purposes and incorrectly charged as direct program costs under the Office Supplies budget line item.
- $34.83 for expenses pertaining to a prior period of performance, for which there was no evidence of prior authorization to allocate to the program.

Staff further noted late payments to vendors and the misclassification of program expenditures in the general ledger relative to the approved budget line items and indicated that the disallowed costs constituted the only findings. No repeat findings were identified.

The disallowed costs were the result of an error and the funds have since been returned.

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

7. Recommendation – Acceptance of Additional Workforce System Funding

Mr. Chi introduced the item; Ms. Bennett presented staff's recommendation that the Council recommend to the Board the approval to accept an additional $2,547,345.65 in workforce system funding. The additional funds were received from the Florida Department of Commerce (formerly the Department of Economic Opportunity) under multiple Notices of Fund Availability, as follows:

- WIOA Sectors of Strategic Focus Apprenticeship Expansion: $200,000.00
- Disabled Veterans: $4,528.65
- WIOA Dislocated Worker: $309,865.00
- Rapid Response: $470,000.00
- Wagner-Peyser Network Navigators: $206,000.00

- Dislocated Worker Grant: $1,356,961.00

Staff explained that the Dislocated Worker Grant was awarded in response to the Spirit Airlines closure to provide employment and training services to affected workers, and that the award was shared among three local workforce development areas: Miami-Dade, Broward, and Central Florida.

In response to member questions, staff clarified that the total award amount of approximately $4.9 million reflects the initial award plus the additional funding; that the funding is received through the state, which allocates awards based on plans submitted by the local boards and the availability of funds; and that the additional funding is outside the approved budget.

Motion: by Mr. Datoree to recommend to the Board the approval to accept an additional $2,547,345.65 in workforce system funding; Ms. Glean-Jones seconded the motion; item is passed without dissent.

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

There being no further business to come before the Council, the meeting adjourned at 9:00am.