



SFWIB GLOBAL TALENT AND COMPETITIVENESS COUNCIL

AGENDA ITEM NUMBER:

DATE: August 20, 2015 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

June 17, 2015 at 8:00 A.M.
 Doubletree Hotel – Exhibition Center
 711 N.W 72nd Avenue
 Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	SFWIB STAFF	OTHER ATTENDEES (AUDIENCE)
1. Brecheisen, Bruce 2. Brown, Clarence 3. Dubois, Victoria 4. Piedra, Obdulio 5. Quintana, Annette 6. Roth, Thomas 7. Russo, Monica	Beasley, Rick Gomez, Maria Kavehersi, Cheri Morgan, Myria	Flores, Oscar – <i>Compu-Med</i> Jimenez, Laura – <i>Compu-Med</i> Quiros, Vivian – <i>Sullivan & Cogliano</i>
COMMITTEE MEMBERS NOT IN ATTENDANCE 8. Ferradaz, Gilda– <i>Chairwoman</i> 9. del Valle, Juan Carlos, Vice- Chairman 10. Gazitua, Luis 11. Ludwig, Philipp 12. West, Alvin		

Agenda items are displayed in the order they were discussed.

1. Call to Order

SFWIB Chairman Obdulio Piedra called the meeting to order at 8:27am on behalf of Global Talent and Competitiveness (GTC) Council Chairwoman, Gilda Ferradaz and Vice-Chairman Juan Carlos del Valle who could not be present at today’s meeting. Quorum had not been achieved.

3. Information – Employed Worker Training (EWT) Update

SFWIB Chairman Piedra introduced the item and SFWIB Business Services Manager further discussed the Employed Worker Training incentive in an amount of \$10,578, 44 that had been approved for Interport Logistics, LLC to provide skills upgrade training to 69 employees at a cost of \$153.31 per employee in the areas of new operations and handling of merchandise. Ms. Kavehersi additionally noted into record this does not require additional approval since the amount to be allocated is less than \$50,000.

Chairman Piedra inquired about the entity's office location and Ms. Kavehersi responded near Doral, FL. Chairman Piedra commented that he would like to see more employers throughout Miami-Dade and Monroe County take advantage of the various incentives offered by this agency.

4. Recommendation as to Approval of Revisions to the On-the-Job Training (OJT) Policy

SFWIB Chairman Piedra introduced the item and Ms. Kavehersi further discussed staff's recommendation for the Council's approval of revisions to the On-the-Job Training (OJT) Policy. She additionally noted into record that some of the revisions were for the purpose of aligning the policy with the new Workforce Investment Opportunity Act (WIOA).

Chairman Piedra also briefly shared the importance of aligning policies with the WIOA.

Mr. Brecheisen asked whether policies are the same across all Regional Workforce Boards (RWB) within the State of Florida. He specifically asked whether there's a general template. Ms. Kavehersi responded, "No." Chairman Piedra explained however, that the purpose/intent would potentially be the same across all RWBs.

Someone from the audience inquired about the OJT qualification process and Ms. Kavehersi explained.

The consensus of the members present recommended this item to the full Board for approval.

5. Recommendation as to Approval of Related Party Training Vendor Agreements

Chairman Piedra introduced the item and Ms. Kavehersi further discussed the approval of related party training vendor agreements and noted the following representations on the Board:

- ✓ Florida National University (FNU)
- ✓ Miami Dade College (MDC)
- ✓ Miami-Dade County School Board (M-DCSB)

Mr. Roth asked whether the request for approval is due to any changes that were made.

Ms. Kavehersi responded this is an annual request.

Item approved. Refer to page 4.

6. Recommendation as to Approval of Workforce Service Contractors

Chairman Piedra introduced the item and Ms. Kavehersi further discussed.

Chairman Piedra inquired about the term, “due diligence” as to what it entails that defines whether if the respondent passes or fails. Both Ms. Kavehersi and Ms. Quintana briefly explained. SFWIB Quality Assurance Coordinator Frances Gonzalez also provided further details on due diligence related to Request for Proposals (RFPs). Ms. Gonzalez subsequently provided examples of required documentations that respondents must submit. She explained that based on the information provided, staff’s responsibilities on ensuring the respondent meets the funding reserve requirements of 20% and has sufficient cash to run the program of interest prior to issuance of first disbursement (reimbursement). She noted that the respondent must additionally meet a threshold minimum of 80 points.

Mr. Brecheisen inquired about the budget allocation for continued workforce services at the City of Hialeah Career Center. Ms. Gonzalez responded that the information was not readily on-hand as budget related information is discussed and approved by another Council. However, staff would provide more details at a later date. Ms. Quintana explained the purpose of this item is to award a contract to the highest respondent which is said to be Arbor E&T ResCare, Inc. to continue services at the City of Hialeah Career Center. She stated this was a contract that had been terminated voluntarily by the City of Hialeah. Ms. Quintana furthermore explained the performance base contract.

Mr. Brecheisen inquired about the programs that were contracted by the City of Hialeah and Ms. Quintana responded there were several. Mr. Brecheisen shared his concern that the level of review should be determined by the budgeted amount proposed in the contract. Ms. Gonzalez explained there are various categories in the rating tool that are reviewed by staff to determine the final scores and one of the categories consists of budget.

She further explained there is no guarantee that the provider will receive the maximum amount stated in the contract as the provider must earn the funds based on performance. Mr. Brecheisen asked whether if a provider could potentially earn the maximum. SFWIB Support Services Supervisor Maria Gomez responded that Executive Director Rick Beasley would further explain.

Chairman Piedra inquired about how long the City of Hialeah held its contracts with this agency and whether the City voluntarily terminated its contract as a result of the new performance base requirements. Ms. Quintana responded that she believe it had been over a decade and stated that the agency felt it was at its best interest to terminate its contract.

Mr. Brecheisen asked why there were only two respondents.

Ms. Gonzalez responded to Mr. Brecheisen’s previous question regarding the budget allocation, by stating into record that the total is close to \$2 million.

SFWIB Chairman Piedra requested clarification on the Final Rating Score provided in the 2015-16 Workforce Services (Hialeah Downtown) RFP report, specifically regarding the Technical, Performance Budget and Cost Allocation Plan. Ms. Gonzalez explained that the technical covers how a provider would potentially run the program of interest. The performance covers the projection of how many potential clients would be served and with

regards to cost allocation plan; Ms. Gonzalez explained this session covers the allocation of direct and indirect costs. Chairman Piedra asked whether if there is a formula. Ms. Gonzalez responded, "Yes", and explained there is a rating tool that the rater uses. She provided further details.

Mr. Brecheisen questioned the projected performance category by stating that the possible differences between one respondent scoring higher than the other could be that one responds either realistically or optimistically than the other. Ms. Gonzalez responded this could possibly be the reason. Chairman Piedra added that he is aware CNC has years of experience running refugee services. However, he inquired about Arbor's experiences. Ms. Gonzalez explained. He also inquired about the number of years Arbor has managed and oversaw career centers. Both Ms. Kavehersi and Ms. Gonzalez explained that Arbor also has a wealth of experience as it formerly managed a total of two centers.

[Mr. Clarence Brown arrived; **Quorum Achieved**]

Mr. Bruce Brecheisen moved the approval of Workforce Service Contractor (Arbor E&T d/b/a ResCare. Motion seconded by Ms. Monica Russo; **Motion Passed Unanimously**

2. Approval of EDIS Committee Meeting Minutes of October 30, 2014 and December 18, 2014, February 19, 2015 and April 30, 2015

Ms. Monica Russo moved the approval of EDIS Committee Minutes of October 30,2014, December 18, 2014, February 19, 2015 and April 30, 2015 GTC Meeting Minutes; Motion Seconded by Ms. Annette Quintana; **Motion Passed Unanimously**

The Council resumed to the discussion of item number 5 for approval:

5. Recommendation as to Approval of Related Party Training Vendor Agreements
SFWIB Chairman Piedra reintroduced the item and Ms. Kavehersi briefly presented.

Mr. Roth noted a scrivener's error into record regarding the Academy being listed as having a board member representation. Ms. Kavehersi confirmed the scrivener's error into record.

Mr. Thomas Roth moved the approval of related party training vendor agreements as amended. Motion seconded by Mr. Bruce Brecheisen; **Motion Passed as Amended with Unanimous Consent**

Executive Director Rick Beasley arrived and responded to the questions related to budget allocation for the City of Hialeah career center stating it would be a total of \$1.2 million.

Chairman Piedra requested additional clarification on the rating tool and Mr. Beasley explained the intent of the current rating tool is to objectively rate respondents rather than subjectively.

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