



**PERFORMANCE COUNCIL**

**AGENDA ITEM NUMBER: 2A**

**DATE:** August 20, 2015, 8:00AM

**AGENDA ITEM SUBJECT: MEETING MINUTES**

June 17, 2015 at 8:00am  
 Doubletree Miami Airport Hotel -  
 Convention Center  
 11380 NW 27<sup>th</sup> Avenue  
 Miami, FL

COMMITTEE MEMBERS IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> <li>1. Gaber, Cynthia, Chairwoman</li> <li>2. Clayton, Lovey</li> <li>3. Fils-Aime, Daniel</li> <li>4. Rod, Denis</li> <li>5. Huston, Albert</li> <li>6. Manrique, Carlos</li> </ol> <p><b>COMMITTEE MEMBERS NOT IN ATTENDANCE</b></p> <ol style="list-style-type: none"> <li>7. Arboleda, Carlos</li> <li>8. Chi, Joe</li> <li>9. Diggs, Bill</li> <li>10. DuBois, Victoria</li> <li>11. Garza, Maria</li> <li>12. Jordan, Comm. Barbara</li> <li>13. Regueiro, Maria</li> </ol> <p><b>SFW STAFF</b>            Graham, Tomara            Hernandez, Juan</p>	<p>Acedo. Maleidy – <i>Youth Co-Op, Inc.</i></p> <p>Castillo, Alicia – <i>Adults Mankind Organization (AMO)</i></p> <p>Codoni, Mayelin – <i>Community Coalition Inc.</i></p> <p>Farinas, Irene – <i>Adult Mankind Organization, Inc.</i></p> <p>Gavira, Beatriz – <i>SER Jobs for Progress, Inc.</i></p> <p>Mitchell, Carlena – <i>Miami- Dade County Public Schools</i></p> <p>Porro, W. – <i>City of Miami</i></p> <p>Rodriguez, Maria – <i>Youth Co-Op, Inc.</i></p> <p>Somellian, Ana – <i>Adults Mankind Organization</i></p>

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Chairwoman Maria Garza called the meeting to order at 8:17am and asked all those present introduced themselves. She thanked Vice-Chairwoman Cynthia Gaber for leading the Council meeting held in April.

Dr. Rod commended Youth Co-Op, Inc. Executive Director, Maria Rodriguez for the quality services provided by staff at the career centers her entity manages. Ms. Rodriguez thanked him for his recognition. Chairwoman Garza also thanked him for his comments and encouraged all to visit the centers at their leisure to see the various services being provided by this region. Chairwoman Garza later thanked and recognized former Workforce Services Improvement Committee Chairman, Daniel Fils-Aime for his many years of leadership.

Chairwoman Garza noted into record that a quorum had not been achieved.

**3. Information- Refugee Employment and Training (RET) Program Performance Overview**

Chairwoman Garza introduced the item. Mr. Hernandez presented and read into record the following RET program contractors performance stats for the period of October 1, 2014 to May 31, 2015:

A total of 5,051 refugee job seekers were assisted into employment compared to a 4,637 from the same previous Program Year (PY) period.

- 14,692 refugee job seekers have been enrolled in the RET program;
- 2,784 refugees placed in employment are still working after 90 days of hire;
- 2,124 refugees placed in employment are still working after 180 days of hire; and
- 2,171 refugees placed in employment are also receiving health benefits through their employer.

No further questions or discussions.

[Albert Huston arrived]

**4. Information– Refugee Employment and Training Program Balanced Scorecard Update**

Mr. Hernandez presented the item and read into record the refugee employment and training program balanced scorecard summary report, which showed that five (5) of the nine (8) contractors met or exceeded the 65 percent of the PY 2014-15 performance measures. He went on to review with the Committee the RET Services Contractors Performance Summary that was attached to the item.

Mr. Hernandez furthermore advised the Council that staff met with representatives of UNIDAD and a follow-up meeting is scheduled to take place sometime this week.

No further questions or concerns.

**5. Information– Workforce Services Balanced Scorecard and Job Placements Update**

Mr. Hernandez presented, read the item into record and noted that eight (8) of the 14 workforce service locations are meeting the required 65 percent requirement. He additionally noted that Transition Offender Services was the only contractor that met or exceeded YTD maximum Job Placements Standard.

No further questions or discussions.

**6. Information – Workforce Services Regional Performance Overview**

Mr. Hernandez presented the item and read into record the following stats:

For Program Year (PY) 2014-2015 (July 1, 2014 – April 30, 2015), the Workforce Services Contractors assisted the placement of 41,800 job seekers into employment compared to 35,117 for the same period last Program Year.

- Wagner-Peyser (WP) Program: - WP Entered Employment Rate (EER) is at 51% which resulted in this region ranking fourth place out of the 24 Regional Workforce Boards in the State.
- Veterans Program: - EER is slightly over 60.9%, resulting in fifth place ranking in this category out of the 24 Regional Workforce Boards in the State.
- Career Advancement Program (CAP) / Welfare Transition (WT) Program: the Performance statistics for the Workforce Services Contractors revealed region' is at 42.6% which resulted in thirteenth place ranking out of the 24 Regional Workforce Board in the State.
- CAP/WT - EER is at 37.3% ranking fourth place out of the 24 Regional Workforce Board in the State.

Mr. Hernandez advised the Council that a two-day technical assistance workshop had been held for all staff.

He additionally advised that this region had the largest increase in employment compared to other regions throughout the state of Florida. Chairwoman Garza commended staff for their great work.

No further questions or discussions.

## 7. Information – Youth Partners & Regional Performance Update

Mr. Hernandez introduced the item and read into record the following stats:

- ✓ 364 of 368 in-school and out-of-school younger youth participants excited the program with positive outcomes.
- ✓ 2,184 of 2,442 in-school and out-of-school youth attained an increase in their skill attainment performance measure.
- ✓ 275 of 277 in-school youth exited the program with a positive outcome
- ✓ 274 of 275 out-of-school youth exited the program with a positive outcome

Mr. Hernandez additionally noted into record that Adults Mankind Organization, Inc. (AMO) and Cuban American National Council (CNC) did not meet the youth skill attainment performance measures for both in-school or out-of-school youth programs. However, they would be placed on a Performance Improvement Plan monitored by SFWIB Youth Programs staff. Furthermore, for the period of July 1, 2014 to September 30, 2014, UNIDAD of Miami Beach performance measure for in-school youth program showed zero (0) percent.

[Mr. Carlos Manrique arrived; **quorum achieved**]

Chairwoman Garza questioned the zero (0) percent. SFWIB Youth Programs Manager, Tomara Graham explained that the information provided consists of only one quarter, of which UNIDAD of Miami Beach did not meet any of its performances during that period.

Both Mr. Huston and Mr. Clayton questioned as to why the contracted period consisted of only one quarter. Ms. Graham advised the Council that she would further research this information and provide more details to the Council at a later date.

Chairwoman Garza inquired about performance goals (standards) and Ms. Graham responded 100%. Mr. Clayton inquired about the time period for the other youth contractors. Ms. Graham reviewed with the Council the WIA Youth Partner's Performance report for the period of July 1, 2014 to May 31, 2014. She additionally advised that a more detailed single quarter report for each provider would be presented to the Council at a later date.

Chairwoman Garza inquired the low performances for AMO and CNC. Ms. Graham referenced the WIA Youth Partner's Performance report showing AMO at 83.44% for in-school and 84.38% for out-of-school; with regards to CNC, the report showing 84.23% for in-school and 80.24% for out-of-school where the required standard is 85%.

## **8. Information- Consumer Report Card Update**

Mr. Hernandez read the item into record and reviewed with the Council the Consumer Report Card report for the period of 7/1/2014 to 6/30/2015.

Mr. Manrique referenced a recent article published by the Herald related to local training provider placement rates. He'd inquired about the process for determining each provider's placements. He asked whether if training providers are responsible to report the current rates. Mr. Hernandez responded, yes, and then explained it is the Career Center staff to validate the information being provided. Mr. Manrique asked whether the process consists of "spot checks" by career center staff. Mr. Hernandez responded that the process consists of 100% validation and then he provided further details.

## **2. Approval of June 19, 2014, August 21, 2014, October 30, 2014, December 18, 2014 and February 19, 2015 WSI Committee Meeting Minutes and April 30, 2015 Performance Council Meeting minutes.**

Dr. Denis Rod moved the approval of June 19, 2014, August 21, 2014, October 30, 2014, December 18, 2014 and February 19, 2015 WSI Committee Meeting Minutes, as well as April 30, 2015 Performance Council Meeting Minutes. Motion Seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

## **7. Recommendation as to Approval to Renew Existing Workforce Services Contracts for Program Year 2015-16**

Chairwoman Garza introduced the item and Mr. Hernandez further presented staff's recommendation for the Council's approval to authorize staff to renew the existing Workforce Services contracts for Program Year (PY) 2015-16.

Mr. Carlos Manrique moved the approval to renew existing workforce services contracts. Motion seconded by Mr. Albert Huston; **Further Discussion(s):**

Mr. Manrique asked which contracts are being recommended for renewal. Mr. Hernandez responded that all are being recommended. Mr. Manrique inquired about the threshold and Mr. Hernandez responded 65%. Mr. Manrique further questioned staff's recommendation that contracts be renewed when a few did not meet the required threshold. He later inquired about Performance Improvement Plan similar to Youth Programs Contracts for those that did not meet the threshold. Mr. Hernandez responded that the process already exist as they have met with the individual providers that scored

below threshold. Mr. Hernandez additionally explained some of the low performances were due to unforeseen circumstances and he gave some examples. Mr. Manrique commented there should be consistency across the board with regards to performance enforcement. Chairwoman Garza concurred and stated especially when providers were a few points shy of achieving the required threshold for Youth Program performances.

Mr. Manrique amended his original motion that this item be brought back in six months with updates.

**Motion Passed As Amended with Unanimous Consent**

Meeting adjourned at 8:43am.