



**PERFORMANCE COUNCIL**

**AGENDA ITEM NUMBER: 2A**

**DATE:** August 18, 2016 at 8:00AM

**AGENDA ITEM SUBJECT: MEETING MINUTES**

June 23, 2016 at 8:00am  
 Doubletree Miami Airport Hotel -  
 Mart/Airport Hotel – Convention Center  
 711 NW 72<sup>nd</sup> Avenue  
 Miami, FL 33128

<b>COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>	
<ol style="list-style-type: none"> <li>1. Garza, Maria, Chairwoman</li> <li>2. Gaber, Cynthia, Vice - Chairwoman</li> <li>3. Chi, Joe</li> <li>4. Clayton, Lovey</li> <li>5. Fils-Aime, Daniel</li> <li>6. Huston, Albert</li> <li>7. Manrique, Carlos</li> </ol>	<p>Banks, Theron – <i>Greater Miami Services Corp.</i></p> <p>Barroso, Lupe – <i>Cuban National Council, Inc.</i></p> <p>Brito, Wilma – <i>Rescare, 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>Sante, Alicia – <i>Youth Co-Op, Inc.</i></p>
<p><b>COMMITTEE MEMBERS NOT IN ATTENDANCE</b></p> <ol style="list-style-type: none"> <li>8. Diggs, Bill</li> <li>9. Rod, Denis</li> <li>10. Jordan, Comm. Barbara</li> <li>11. Regueiro, Maria</li> </ol>	<p>Castillo, Alicia – <i>Adults Mankind Organization, Inc.</i></p> <p>Cela, Jose – <i>SER Jobs for Progress, Inc.</i></p> <p>Cordovi, Marylin – <i>Community Coalition, Inc.</i></p>	
<p><b>SFW STAFF</b>          Perrin, Yian          Smith, Robert</p>		

**1. Call to Order and Introductions**

Chairwoman Maria Garza called the meeting to order at 8:20am, asked all those introduce themselves and noted that a quorum had not been achieved.

**2. Performance Council Meeting Minutes**

**2.a Approval of June 17, 2015, August 20, 2015, October 15, 2015, February 18, 2016 and April 14, 2016**

Minutes deferred due to lack of quorum.

**Approved:** Refer to page# 4 of the meeting minutes.

There was a brief discussion on how to navigate the newly implemented paperless agenda prior to discussing the next item.

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

Chairwoman Garza introduced the item and SFWIB Adults Program Manager, Robert Smith further presented the following RET program contractors' performance stats for the period of October 1, 2015 to May 26, 2016: the amount of job seekers for this program year had been more than last year.

A total of 6,135 refugee job seekers were assisted into employment compared to a 7,067 from the same prior Program Year (PY).

- 33,148 refugee job seekers enrolled in the RET program;
- 3,009 refugees are still working after 90 days of hire;
- 2,205 refugees are still working after 180 days of hire; and
- 2,369 refugees are receiving health benefits through their employer.

Chairwoman Garza inquired about the decrease in the number of placements. Mr. Smith explained.

No further questions or discussions.

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

Chairwoman Garza introduced the item. Mr. Robert Smith further presented the item and read into record the refugee employment and training program balanced scorecard summary report by noting that six (6) of the seven (7) contractors did not meet the required 65% performance measures.

Mr. Clayton inquired about Community Coalition's performance which did not meet the required 65% standard. Mr. Smith provided detailed results of its Entered Employment Rates (EER), placement and intake rates.

Mr. Huston asked whether if this was the same contractor of concern discussed at a prior meeting. Mr. Smith responded that he believe it is the same contractor.

Ms. Garza asked which of the two categories that Community Coalition failed performance. Mr. Smith responded Entered Employment Rates after 90 and 183 days of employment.

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

Mr. Smith introduced the item and further presented the PY 2015-16 Balanced Scorecard Performance Summary for the same period which indicated that six (6) of the seven (7) Workforce

Services contractors were meeting the required 65% performance measures. Additionally, for the period of July 1, 2016 through April 3, 2016 shows the Region had a total of 56,924 job placements.

- Five of the 14 Workforce Services contracts have met or exceeded their minimum YTD Job Placements standards
- Five of the 14 Workforce Services contracts have met or exceeded their maximum YTD Job Placements standard.

He additionally noted that as a result of the report being real-time, the latest results showed that the little Havana and Northside centers have increased their performances from 11 of 18 to 12 of 18 resulting in a 66.7% performance achievement.

Chairwoman Garza requested verification as to which centers did not meet performances. Mr. Smith noted Opa-Locka, Transition, Inc. and the Florida Keys Centers. She further asked whether staff is assisting them with improving their performances. Mr. Smith responded, "Yes" and noted that both the Opa-Locka and Transition, Inc. centers current challenges are the populations being served. Nonetheless, Transition Inc.'s performances have improved. Florida Keys center, however, faces challenges with retaining talent. He noted that CSSF is in the process of expanding training services in the Keys, providing additional services via Mobile Units, implementing work from home and remote related employment.

Chairwoman Garza questioned the employment demand in the keys. Mr. Smith explained that those employed in the keys are not all residents of the keys; some reside outside of the keys due to high costs of living. Mr. Clayton added that some Florida Keys residents work in the keys. Mr. Smith explained that the employment numbers for the Keys only capture those residing in the Keys.

Mr. Clayton asked whether the Keys consist of Key Largo and Key West. Mr. Smith responded, "Yes." Mr. Clayton further asked whether the CSSF has a mobile unit that goes to Marathon. DEO Program Manager, Yian Perrin responded, "Yes" then further explained. Mr. Perrin additionally advised to the Council that with regards to Transition, Inc.'s performance both he and his staff have been providing technical assistance training.

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

Chairwoman Garza introduced the item and Mr. Smith further presented.

For Program Year (PY) 2014-2015 (July 2015 – February 2016), the Workforce Services placed 44,553 job seekers into employment compared to 41,800 for the same period last Program Year.

- Wagner-Peyser (WP) Program: - WP Entered Employment Rate (EER) is at 63.8% which resulted in 4<sup>th</sup> place ranking fourth place out of the 24 Regional Workforce Boards in the State.
- Veterans Program: - EER is at 68.7%, resulting in 4th 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 42.5% which resulted in 10<sup>th</sup> place ranking out of the 24 Regional Workforce Board in the State.
- CAP/WT - EER is at 57.5% ranking 4th place out of the 24 Regional Workforce Board in the State.

No further questions or discussions.

**7. Information – Youth Partners & Regional Performance**

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

- ✓ 332 of 338 in-school and out-of-school younger youth participants exited the program with positive outcomes.
- ✓ 1584 of 1796 in-school and out-of-school youth attained an increase in their skill attainment performance measure.
- ✓ 202 of 206 in-school youth exited the program with a positive outcome
- ✓ 284 of 289 out-of-school youth exited the program with a positive outcome

Mr. Huston inquired about a tracking system that monitors outcome after earning a diploma. Staff further explained.

Mr. Clayton asked whether students who do not seek to attend college are being notified of an alternative opportunities of joining the military. Mr. Smith explained. He later provided information regarding CSSF's Ready to Work program.

Chairwoman Garza asked whether if the participants hold a high school diploma. Mr. Smith responded that the majority does.

Someone from the audience representing one of the centers appeared before the Council and explained the follow-up procedures. She furthermore explained the career exploration program which exposes individuals of the various career options through the attainment of of attending college or military.

**8. Information – Consumer Report Card Update**

Mr. Perrin introduced the item and further presented.

Mr. Clayton commented on the positive outcome of the reported Return on Investment (ROI).

[Chairwoman Garza recognized board member Joe Chi who arrived. Mr. Chi introduced himself before the Council members. ]

Mr. Huston also commented on the positive average wage outcome provided in the report as well. Mr. Smith explained that the tech jobs have positively impacted the average wage.

Mr. Fils-Aime announced a quorum of members present. Staff confirmed that a quorum had been established.

**2. Performance Council Meeting Minutes**

**2.a Approval of June 17, 2015, August 20, 2015, October 15, 2015, February 18, 2016 and April 14, 2016**

Mr. Albert Huston moved the approval of June 17, 2015. Motion seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

Mr. Albert Huston moved he approval of August 20, 2015 meeting minutes. Motion seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

Mr. Joe Chi moved the approval of October 15, 2015 meeting minutes. Motion seconded by Mr. Albert Huston; **Motion Passed Unanimously**

Mr. Albert Huston moved the approval of February 18, 2016. Motion seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

Mr. Joe Chi moved the approval of April 14, 2016. Motion seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

**9. Recommendation as to Approval of the Subsequent Eligibility of Training Providers**

Mr. Smith introduced and read the item into record.

Mr. Chi requested staff provide more details and Mr. Smith further explained.

Chairwoman Garza asked whether if staff is recommending the removal of programs or agencies. Mr. Smith explained that both could possibly be removed in some cases. He provided further details.

Mr. Chi requested staff explain the reason for contractors not meeting placement rates. Mr. Smith explained it is a constant fluctuation of supply and demand.

Mr. Huston inquired about the appeal process. Mr. Smith explained. He further verified whether staff thoroughly reviewed and notified the providers of their individual performances. Mr. Perrin confirmed that had been done. Mr. Huston commented that he wanted to ensure that providers were given reasonable opportunity.

Mr. Clayton inquired about incentives for providers to participate in the programs. Mr. Smith explained there are no additional incentives other than payment.

Chairwoman Garza inquired about the reason for eliminating the heavy equipment operator program taught by Miami-Dade County Public Schools. She specifically requested where within the district this particular program is slated to be eliminated. Ms. Smith explained that although there were enough participants, the elimination had been due to a lack of placements. He provided further details regarding a construction project and CSSF's effort to remain well-informed of current market demands.

[Mr. Carlos Manrique arrived]

Mr. Chi shared his concern regarding various programs listed having low placement rates. He asked whether if the economy had something to do with it. Mr. Chi subsequently asked could the also challenge be due a potentially low recruitment of jobs (not reaching out to as many employers as needed to place participants).

Mr. Albert Huston moved the approval of the subsequent eligibility of training providers. Motion seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

**10. Recommendation as to Approval to Renew Existing Workforce Services Contractors  
Deferred Item (s):**

Chairwoman Garza introduced the item. Mr. Smith further discussed and read the item into record.

Mr. Chi inquired about supporting documents for that particular item. Mr. Smith referenced the second page of agenda item#5.

Chairwoman Garza verified into record the contractor's performances and Mr. Smith explained. Executive Director Rick Beasley appeared the Council and provided further explained as well.

Mr. Carlos Manrique moved the approval to renew existing workforce services contractors. Motion seconded by Mr. Lovey Clayton; **Motion Passed Unanimously**

**11. Recommendation as to Approval to Renew Existing Youth Services Contractors**

Mr. Smith presented and read the item into record.

Mr. Lovey Clayton moved the approval to renew existing youth services contractors. Motion seconded by Mr. Albert Huston; **Motion Passed Unanimously**

**12. Recommendation as to Approval for TANF Participation Rate for Contract Renewal**

Chairwoman Garza introduced the item and Mr. Smith further presented.

Mr. Manrique inquired about the adjustment of 50% participation rate. Mr. Beasley further explained. Mr. Manrique specifically requested information on Transition, Inc.'s performance. Mr. Beasley further explained that Transition Inc. doesn't receive TANF funds. He further announced that nonetheless, its performance has been "fantastic."

Mr. Carlos Manrique moved the approval for TANF Participation Rate for Contract Renewal. Motion seconded by Mr. Albert Huston; **Motion Passed Unanimously**

There being no further business to come before the Board, the meeting adjourned at 9:22am.