





### 3A: Approval - Performance Council Meeting Minutes – December 19, 2024

Chairwoman Canales called for the minutes from the December 19, 2024, Performance Council meeting to be considered, allowing members an opportunity to review before entertaining a motion.

**Motion** by Mr. Mantilla to approve the December 19, 2024 Performance Council Meeting minutes. Mr. Rolle seconded the motion; **item is passed without dissent.**

No further questions or concerns were presented. Item closed.

### 4. Information – WIOA Performance Update

Chairwoman Canales introduced the item; Mr. Washington further presented the Common Measures Tool (CMT) Summary Report to review current performance metrics per quarter as of January 31, 2025, followed by the actions required to meet the established measures.

Mr. Washington mentioned that the Corrective Action Plans have been updated, which will be addressed later on today's agenda.

No further questions or concerns were presented. Item closed.

### 5. Information – Adult Balanced Scorecard Report & Job Placements Update

Chairwoman Canales introduced the item; Mr. Washington further presented.

The Balanced Scorecard measures the performance of the Workforce Development Area (WDA) 23 CareerSource Centers/American Job Center (AJC) Service Providers. The report for Program Year (PY) 2024-25, is from July 1, 2024 through January 31, 2025. Four of the seven American Job Centers have achieved required 65% performance measure standard; Little Havana has exceeded the minimum YTD job placement standard by 127.8% /maximum standard by 109.1%

Chairwoman Canales commended staff for their continued effort to improve performance.

No further questions or concerns were presented. Item closed.

## **6. Information – Youth Balanced Scorecard Update**

Chairwoman Canales introduced the item; Mr. Perrin reviewed the ISY/OSY program performance for PY 2024-2025, which is the period of July 1, 2024 through February 6, 2025 (YTD).

Mr. Perrin discussed the Youth Service Youth Program scorecard, highlighting improvements in the in-school and out-of-school youth performance standards compared to last year. The in-school youth demonstrated a positive increase in numbers, and out-of-school youth were trending better than expected at this time of the year. Training placements for individuals increased, with 74 participants completing their training and 45 being placed in unsubsidized employment. The return on investment for the program was also noted to have significantly increased.

No further questions or concerns were presented. Item closed.

## **7. Information – Consumer Report Card Update**

Chairwoman Canales introduced the item; Mr. Perrin further presented the Consumer Report Card, which provides real-time performance data for training providers. The report is for PY 2024-2025, dated July 1, 2024 through June 30, 2025.

Mr. Perrin provided a year-to-date overview of classroom enrollments, completion rates, and employment placements following training sessions. He further outlined the economic benefits linked to each placement for the year to date, underscoring the return on investment for every dollar allocated to training and highlighting SFWIB's significant contribution to wages in the South Florida economy.

Mantilla expressed the necessity for CSSF to actively communicate its achievements, especially regarding its positive influence on South Florida's economy and the return on investment for many of its initiatives. Mr. Perrin announced that the annual report, which contains much of the information discussed during this update, has recently been released to the public through social media and a direct email campaign. We are meeting with many other workforce boards to share several of the tools we have developed and implemented.

There were no further questions or concerns regarding the item. Item closed.

## **8. Information – Service Code Monitoring Report**

Chairwoman Canales introduced the item; Mr. Washington presented the Service Code Monitoring Report, a new tool created to provide oversight of all service codes linked to the soft exit process. This report conducts daily reviews of service codes and the necessary documentation submitted by American Job Center (AJC) staff and permits CSSF staff to identify patterns, trends, and any potential inconsistencies or compliance issues, ensuring that participants are not improperly extended beyond their designated service period.

There was ongoing discussion regarding future changes/additions to the report.

Mr. Mantilla has offered to host a meeting at Miami Lakes Educational Center and Technical College. The purpose of this meeting is to bring together all of the state's workforce boards to discuss best practices and to raise awareness of the technology being used in the region to improve the monitoring of center performance and compliance. Mr. Washington mentioned that a similar suggestion was made among other One-Stop Operators throughout the state.

No further questions or concerns regarding the item. Item closed.

## **9. Information – Youth Providers Letters of Non-Compliance**

Chairwoman Canales introduced the item; Mr. Washington further presented new data requirements for Corrective Action Plans (CAPs) submitted by service providers.

Moving forward, CAPs must specify performance measure(s) that need improvement. They should indicate the tools that will be used to monitor progress, define the targeted outcomes, and outline operational and co-enrollment strategies to meet performance and compliance objectives. The report should include the provider staff names and roles, along with their corresponding goals and performance timelines. In addition, submitted CAPs must detail how and when progress will be assessed and reported.

No further questions or concerns regarding the item. Item closed.

## **10. Information – Career Center Letters of Non-Compliance**

Chairwoman Canales introduced the item; Mr. Washington presented the outcome of discussions had with adult providers Equus Works dba Arbor Employment & Training (Arbor E&T) and Youth Co-Op. Both agencies received letters regarding non-compliance with



performance standards and were required to submit a Corrective Action Plan (CAP) within twenty days of receiving the notifications.

Mr. Washington noted that, similar to the Youth Service Providers, the responses from the Adult Providers regarding the Corrective Action Plans (CAP) were inadequate. Consequently, the new CAP requirements were communicated to them, with the expectation that a revised plan would be submitted within the specified timeline.

## **11. Information – Quarterly Performance Update**

Chairwoman Canales introduced the item; Mr. Washington further presented Quarter 1 and Quarter 2 performance metrics for Miami-Dade County, reviewing noted trends with the Council members.

There was further discussion around the key observations and staff recommendations.

Being as there were no further questions or concerns, the meeting adjourned at 9:30am.