



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2B

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: April 24, 2014 at 9:30AM
 Doubletree by Hilton Miami Airport Hotel –
 Convention Center, 2nd floor
 711 NW 72nd Avenue
 Miami, Florida 33126

SFWIB MEMBERS IN ATTENDANCE	SFWIB MEMBERS NOT IN ATTENDANCE	SFW STAFF
<ol style="list-style-type: none"> 1. West, Alvin, <i>Chairperson</i> 2. Brecheisen, Bruce 3. Bridges, Jeff 4. Brown, Clarence 5. Datorre, Roberto 6. DuBois, Victoria (non-voting) 7. Ferradaz, Gilda 8. Gazitua, Luis 9. Gibson, Charles 10. Huston, Albert Jr. 11. Manrique, Carlos 12. Perez, Andre 13. Rod, Denis 14. Roth, Thomas 15. Scott, Kenneth 16. Socorro, Ivonne 17. Talbert, Gregg 18. Walker, Wanda 	<ol style="list-style-type: none"> 19. Adrover, Bernardo 20. Arboleda, Carlos J. 21. Carpenter, Willie 22. Chi, Joe 23. Clayton, Lovey 24. del Valle, Juan-Carlos 25. Diggs, Bill 26. Fils-Aime, Sr., Daniel 27. Garza, Maria 28. Jordan, Barbara 29. Ludwig, Philipp 30. Manning, Anne 31. Marinelli, Frederick 32. Montoya, Rolando 33. Piedra, Obdulio, <i>Vice-Chairperson</i> 34. Regueiro, Maria C 35. Russo, Monica 36. Zewadski-Bricker, Edith 	<p>Beasley, Rick Almagro, Olivia Francis, Anderson Alonso, Gus Butkowski, Dennis Garcia, Christine Gomez, Maria Hernandez, Juan Jean-Baptiste, Antoinette Kavehers, Cheri Morgan, Myria Santis, Elizabeth Smith, Marian</p> <p>Assistant County Attorney</p> <p>Joni Mosley - Miami-Dade County Attorney's office – SFWIB's Legal Counsel</p> <p>Shanika Graves - Miami-Dade County Attorney's office – SFWIB's Legal Counsel</p>

ATHER ATTENDEES	
<p>Acedo, Maleidy – <i>Youth Co-Op, Inc.</i> Barroso, Lupe – <i>Cuban National Council, Inc.</i></p> <p>Brown, Delphine – <i>Youth Co-Op, Inc.</i></p> <p>Cepeda, Margarita – <i>UNIDAD of Miami Beach</i> Colena, Carol – <i>CBT College</i></p> <p>Costas, Jorge – <i>Youth Co-Op, Inc.</i></p> <p>Cruzs, Teresa – <i>Youth Co-Op, Inc.</i></p> <p>Donovan, Delvin – <i>UNIDAD of Miami Beach</i></p> <p>Farinas, Irene – <i>Adult Mankind Organization</i></p> <p>Flores, Oscar – <i>American Advance Technology Institute</i></p> <p>Gavira- Lopez, Beatriz – <i>SER Jobs for Progress, Inc.</i></p> <p>Gilbert, David – <i>City of Miami</i> Gonzalez, Ana – <i>City of Hialeah</i> Guadalupe, Amy – <i>Cuban National Council</i></p> <p>Gutierrez, Hope – <i>Total International Career Institute</i></p> <p>Lightburn, Ray – <i>Cuban National Council</i></p> <p>Malony, Arnold – <i>Arbor E&T, Rescare</i></p> <p>Marti, Sergio – <i>Miami-Dade County Public Schools (M-DCPS)</i></p>	<p>Mitchel, Carlena – <i>Miami-Dade County Public Schools (M-DCPS)</i></p> <p>Pichardo, Jorge – <i>Youth Co-Op, Inc.</i> Prieto, Susana – <i>Future Tech Institute</i> Quirros, Vivian – <i>Sullivan & Cogliano</i> Rams, Marilyn – <i>AARP Foundation</i> Randle, Homer – <i>SAFEE</i> Raws, Marilyn – <i>AARP Foundation</i> Raymond, Adrian – <i>UNIDAD of Miami Beach</i></p> <p>Roberts, Darrell - <i>FAA</i> Rodances, Carlos – <i>New Horizons, Inc.</i> Rodriguez, Maria – <i>Youth Co-Op, Inc.</i> Rodriguez, Tania – <i>Academy South Florida</i> Scott, Don – <i>KRC Corporation</i> Someillan, Ana – <i>Adult Mankind Organization, Inc.</i> St. Fleur – <i>The Academy of South Florida</i> St. Jean, Donard – <i>Dade Institute Technology</i> Subirana, Maria – <i>City of Hialeah</i></p> <p>Tasanna, Arthur – <i>Total International Career Institute</i></p> <p>Velez, Paulina – <i>Youth Co-Op, Inc.</i></p> <p>Vincent, Yanithe – <i>Hebron Technical Institute</i> Williams, Rozalia – <i>Student Life Matters</i></p>

Agenda items are displayed in the order in which they were discussed.

1. Call to Order and Introductions

SFWIB Chairman, Alvin West informally began the meeting at 9:30am with a brief presentation from Darell Roberts and Homer Randle of Boeing STEM Aviation Exposition that appeared before the Board and presented.

Mr. Talbert inquired about their partnership with CareerSource South Florida and asked whether the agency is seeking resources. Chairman West responded that the agency is not.

Formal introductions were made and the Chairman noted that the quorum of members present had not been achieved, so he recommended suspending the full Board meeting and start the Executive Committee meeting.

Motion duly made by Dr. Denis Rod to adjourn the meeting and seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

[Mr. Luis Gazitua left the meeting room]

[Full Board meeting adjourned at 9:36am]

Chairman West called the Executive Committee to order at 9:37am then began with approval of all action items from the full Board agenda.

5c. Recommendation as to Approval to Accept \$2,363 in Emergency Unemployment Program Supplemental Funds

Chairman West introduced the item and Executive Director Rick Beasley further discussed noting the approval to accept \$2,363 in Emergency Unemployment Program Supplemental Funds.

Mr. Clarence Brown moved the approval to accept \$2,363 in emergency unemployment program supplemental funds. Motion seconded by Mr. Andy Perez; **Motion Passed Unanimously**

5.d. Recommendation as to Approval to Accept \$51,666 in Wagner Peyser program funds.

Chairman West introduced the item. Mr. Beasley further discussed, noting the approval to accept \$51,666 in Wagner Peyser program.

Mr. Clarence Brown moved the approval to accept \$51,666 in Wagner Peyser program funds. Motion seconded by Mr. Charles Gibson; **Motion Passed Unanimously**

5.e. Recommendation as to Approval to Accept \$20,000 in TAA Program funds for Administration costs.

Mr. West introduced the item and Mr. West further discussed, noting the approval to accept \$20,000 in TAA funds for Administration costs.

Mr Clarence Brown moved the approval to accept \$20,000 in TAA Program funds for Administration Costs. Motion seconded by Dr. Denis Rod; **Motion Passed Unanimously**

5.f. Recommendation as to Approval to Accept \$35,024.39 in State Funds

Chairman West introduced the item and Mr. Beasley further discussed noting the approval to accept \$35,024.039 in state funds.

Mr. Clarence Brown moved the approval to accept \$35,024.39 in state funds. Motion seconded by Mr. Andy Perez; **Motion Passed Unanimously**

5.g. Recommendation as to Approval to Reallocate Support Services funds among Youth Co-Op., Inc Career Centers

Chairman West introduced the item. Mr. Beasley further discussed noting the approval to reallocate support services funds among Youth Co-Op, Inc. Career Centers.

Dr. Denis Rod moved the approval to reallocate support services funds among Youth Co-Op, Inc. Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

8. Workforce Systems Improvement Committee

8.a. Recommendation as to Approval of the Re-Allocation of Refugee Employment and Training Program Funds

Chairman West introduced the item and Mr. Beasley further discussed, noting the approval to re-allocate refugee employment and training program funds.

Mr. Andy Perez moved the approval to re-allocate refugee employment and training program funds. Motion seconded by Mr. Clarence Brown; **Motion Passed with Unanimously**

8.b. Recommendation as to Approval of the Re-Allocation of WIA Training Funds

Chairman West introduced the item. Dr. Denis Rod further discussed noting the approval of the re-allocation of WIA Training Funds.

Dr. Denis Rod moved the approval to re-allocate WIA Training Funds. Motion Seconded by Mr. Clarence Brown: **Motion Passed Unanimously**

There being no further business to come before the Committee, the meeting adjourned at 9:50am.

[Full Board reconvened its meeting at 9:51am]

4. Executive Director's Report

Executive Director Rick Beasley presented his report and each member received a copy. The report contained information regarding; (1) Local – Legislative session; (2) State – 2014-2015 Planning Estimates; (3) Local – Workforce Service Contact Performance Summary; (4) Local – Refugee Employment and Training Program Performance Summary

4. Executive Committee

5.a. Information – Financial Reports

5a.i February 2014

5b.i March 2014

Mr. West introduced the item and SFWIB Assistant Director of Finance, Gus Alonso further discussed. He reviewed with the Board the accompanying notes to the following financial report (unaudited) report for the period of July 1, 2013 to February 28, 2014:

Budget Adjustments:

Revenue:

- DEO Pass-through increased by \$76,732
- Second Year Allocation – increased by \$1,604,128

Expenses:

- Headquarters – increased by \$66,505
- Adult Services – increased by \$13,466
- Youth Services - decreased by (\$10500)
- Unallocated Funds – increased by \$791,439
- Facility Costs – increased by \$92,081
- Training and Support services - increased by \$717,869
- Other Programs & Contracts – increased by \$10,000

Explanation of Significant Variances

Training and Support Services – Significantly low (19.3% vs 66.7%)

Other Programs and Contacts are low (15.2% vs. 66.7%)

Mr. Manrique requested additional information on Training & Support Services Allocations. Mr. Beasley provided details.

There was continued discussion regarding the allocation of Training and Support Services dollars.

Chairman West requested staff provide a report to the Executive Committee meeting detailing the Training & Support Services allocation.

5.b. Information – Cash Reconciliation

Chairman West introduced the item and Mr. Alonso further discussed and reviewed with the Board the Cash Reconciliation report dated February 28, 2014 that was presented and approved by the Executive Committee on April 10, 2014.

6. Audit Committee

6.a. Information – Operation Audit – State of Florida Auditor General

Chairman West introduced the item and Mr. Beasley further presented.

Ms. Ferradaz requested staff provide additional details regarding finding No. 3 and Mr. Beasley further explained.

6.b. Information – DEO Monitoring Reports

Chairman West introduced the item. Mr. Beasley further discussed and reviewed with the Board the 2013-14 Financial Compliance Monitoring Report.

No further questions or discussions.

7. Youth Council

7.a. Information – Youth Service Providers and Region Performance

Chairman West introduced the item. Mr. Beasley further discussed and reviewed with the Board the following performance measures for the Youth Service Providers and Region covering the period of July 1, 2013 through April 4, 2014:

- ✓ 337 of 341 in-school and out-of-school youth exited the program with a positive outcome
- ✓ 2108 of 2096 in-school and out-of-school youth attained an increase in their skill attainment performance measure
- ✓ 276 of 279 in-school youth exited the program with a positive outcome
- ✓ 141-142 out- of-school youth exited the program with a positive outcome
- ✓ 9 of 14 out-of-school youth enrolled in the adult centers exited the program with a positive outcome

Chairman West recognized representatives from Youth Co-Op, Inc for their commitment in serving the youth population. He shared with the Board his experience attending last year's graduation and welcomed all to attend this year's ceremonies to be held at the following dates and locations:

- **June 4th at 10:00am Miami Dade College Homestead Campus**
- **June 25th at 10:00am at Miami Dade College Interamerican Campus**

Mr. West introduced the item and WSI Committee Chairman Daniel Fils-Aime, Sr. further discussed.

Mr. Joe Chi moved the approval of the revised Workforce Services Balanced Scorecard and have Workforce Services contractors meet at least 65% of the PY 2013-14 Balanced Scorecard performance measures for renewal and/or future contract consideration. Motion seconded by Dr. Denis Rod; **Further Discussion(s):**

Mr. Manrique requested staff explain the difference between the proposed recommendation and current performance measures. Mr. Beasley provided details.

Motion Passed with Unanimous Consent

No further questions or discussions.

9.b Information -0 Occupational Supply/ Demand Matrix

Mr. West introduced the item and WSI Committee Chairman Daniel Fils-Aime, Sr. further discussed.

Mr. Joe Chi moved the approval of the revised Workforce Services Balanced Scorecard and have Workforce Services contractors meet at least 65% of the PY 2013-14 Balanced Scorecard performance measures for renewal and/or future contract consideration. Motion seconded by Dr. Denis Rod; **Further Discussion(s):**

Mr. Manrique requested staff explain the difference between the proposed recommendation and current performance measures. Mr. Beasley provided details.

Motion Passed with Unanimous Consent

10. Department of Economic Opportunity Annual Performance Presentation

Chairman West introduced Mr. Michael Lynch of the Florida Department of Economic Opportunity who presented.

Deferred Items:

2.a. Approval of SFWIB Meeting Minutes February 27, 2014

3. Chairman's Report

9.a. Information – Consumer Reports Card Update

11. Community Partnership – United Way of Miami-Dade Strategic Plan Presentation

There being no further business to come before the Board, the meeting adjourned at 10:42am.