



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: August 15, 2013 at 9:30AM

Doubletree by Hilton Miami Airport
 Convention Center
 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. Piedra, Obdulio, <i>Vice-Chairperson</i> 3. Brown, Clarence 4. Chi, Joe 5. del Valle, Juan-Carlos 6. Ferradaz, Gilda 7. Fils-Aime, Sr., Daniel 8. Garza, Maria 9. Gibson, Charles 10. Huston, Albert Jr. 11. Ludwig, Philipp 12. Manrique, Carlos 13. Marinelli, Frederick 14. Montoya, Rolando 15. Perez, Andre 16. Regueiro, Maria C. 17. Rod, Denis 18. Roth, Thomas 19. Russo, Monica 20. Socorro, Ivonne 21. Talbert, Gregg 	<ol style="list-style-type: none"> 22. Adrover, Bernardo 23. Arboleda, Carlos J. 24. Brecheisen, Bruce 25. Bridges, Jeff 26. Carpenter, Willie 27. Clayton, Lovey 28. Datorre, Roberto 29. Diggs, Bill 30. DuBois, Victoria (non-voting) 31. Gazitua, Luis 32. Jordan, Barbara 33. Manning, Anne 34. Scott, Kenneth 35. Walker, Wanda 36. Zewadski-Bricker, Edith <p>Assistant County Attorney Henry Gillman Miami-Dade County Attorney's office – SFWIB's Interim Legal Counsel for Joni Mosely</p>	<p>Beasley, Rick Almagro, Olivia Almonte, Ivan Alonso, Gus Butkowski, Dennis Garcia, Christine Gomez, Maria Hernandez, Juan Jean-Baptiste, Antoinette Kavehersi, Cheri Morgan, Myria Santis, Elizabeth Smith, Marian</p>

OTHER ATTENDEES

Battle, Jorge – <i>Arbor, Hg</i>	Lazoree, Gerri – <i>Watson Rice, LLC</i>
Chambrot, Jason – <i>Dade Medical College</i>	Lightburn, Ray – <i>Cuban National Council, Inc.</i>
Cooper, Jamie – <i>New Horizons, Inc.</i>	Pichardo, Jorge – <i>Youth Co-Op, Inc.</i>
Correoso, Chris – <i>Dade Medical College</i>	Quiros, Vivian – <i>Sullivan & Cogliano Training Center, Inc.</i>
Costas, Jorge – <i>Youth Co-Op, Inc.</i>	Scott, Don - <i>KRC</i>
Cruz, Teresa – <i>Youth Co-Op, Inc.</i>	Thomkins, Carsheena – <i>Watson Rice, LLC</i>
Flores, Oscar – <i>American Advance Technology Institute</i>	
Gavira, Beatriz – <i>SER Jobs for Progress, Inc.</i>	
Guadalupe, Amy – <i>Cuban American National Council, Inc. (CNC)</i>	

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

1. Call to Order and Introductions

SFWIB Chairman, Alvin West called the meeting to order at 9:39am, asked the members to introduce themselves, and noted that a quorum of members had not been achieved.

4. Executive Director’s Report

Executive Director Rick Beasley presented his report and each member received a copy. The report contained information regarding: (1) Federal – Workforce Investment Act of 2013; and (2) State – Workforce Florida, Inc. - CareerSource Florida. He moreover reviewed with the Board a letter from Workforce Florida, Inc. that discussed the implementation of a new statewide unified brand called ‘Career Source Florida’ unanimously passed by the Workforce Board.

Mr. Marinelli inquired about all potential costs associated with the branding change and Mr. Beasley provided details. He also asked about a timeline and Mr. Beasley further explained.

Mr. Beasley moreover recommended the name, ‘CareerSource of South Florida’ for region 23 since it oversees both Miami-Dade and Monroe counties.

Mr. Piedra recommended a cost assessment be conducted by staff.

[Ms. Maria Regueiro arrived]

Mr. West recommended creating a mini taskforce that would assess service impact and gather feedback from providers.

Mr. Perez announced that the next state board meeting will be held in West Palm Beach and welcomed stakeholders to attend. He noted the primary discussions will be regarding rebranding and resources for veteran services.

Mr. Piedra asked whether the state will recommend a list of qualified vendors to regional workforce boards, or whether SFW would follow Miami-Dade County's procurement process.

[Ms. Maria Garza arrived]

[Mr. Juan Carlos Del Valle arrived]

[Dr. Denis Rod arrived]

[Mr. Joe Chi arrived]

Mr. West requested introductions from the above members and noted that a quorum had been achieved.

6. Executive Committee

6.c. Recommendation as to Approval to Accept Local Veteran Employment and Training Supplemental Funds

Mr. Alvin West introduced the item. Mr. Beasley further discussed and read into record the Executive Committee's recommendation for the Board's approval to accept \$12,000 in local veteran employment and training supplemental funds.

Mr. Clarence Brown moved the approval to accept local veteran employment and training supplemental funds. Motion was seconded by Mr. Frederick Marinelli; **Further Discussion (s):**

Mr. Perez requested a task force be created to discuss additional services for the veteran population.

Motion Passed with Unanimous Consent

6d. Recommendation as to Approval to Accept an Extension of the End Date of the WIA NEG OJT Grant.

Mr. Alvin West introduced the item. Mr. Beasley further discussed noting the Executive Committee's recommendation for the Board's approval to accept an extension of the end of date of the grant award of the Workforce Investment Act National Emergency Grant On-the-Job Training (WIA NEG OJT) grant, the continuation of the previously approved allocations, and a modification of the FY 2013 – 14 budget to reflect the time extension and allocations.

Dr. Rolando Montoya moved the approval to accept an extension of the End of the Date of the WIA NEG OJT grant. Motion was seconded by Dr. Denis Rod; **Motion Passed Unanimously**

6.e. Recommendation as to Approval to Accept Emergency Employment and Re-employment Supplemental Funds

Mr. West introduced the item. Mr. Beasley further discussed noting the Executive Committee recommendation for the Board's approval to accept \$46,794 in emergency employment and re-employment supplemental funds.

Mr. Clarence Brown moved the approval to accept emergency employment and re-employment supplemental funds. Motion was seconded by Dr. Denis Rod; **Motion Passed Unanimously**

6.f. Recommendation as to Approval to Re-Allocate Refugee Program Funds

Mr. West introduced the item. Mr. Beasley further discussed noting Executive Committee's recommendation for the Board's approval to reallocate \$200,000 that was previously designated for Foreign Medical Professionals Training and Re-Certification project to the On-the-Job Training component of the program.

Mr. Joe Chi moved the approval to re-allocate refugee program funds. Motion was seconded by Ms. Gilda Ferradaz; **Motion Passed Unanimously**

6.g. Recommendation as to Approval to Allocate \$25,000 for an Information Technology Penetration Testing Services

Mr. West introduced the item. Mr. Beasley further discussed noting Executive Committee's recommendation for the Board's approval to allocate \$25,000 in SFWIB Reserved funds for IT Penetration Testing Services.

Dr. Denis Rod moved the approval to allocate \$25,000 for an Information Technology Penetration Testing Services. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed Unanimously**

6.h. Recommendation as to approval to Transfer \$488,860.13 from Program Cost to Training and Support Services

Mr. West introduced the item. Mr. Beasley further discussed noting the Executive Committee's recommendation for the Board's approval to transfer 488,866.13 in program funds to training and support services.

Ms. Monica Russo moved the approval to transfer \$488,860.13 from program cost to training and support services. Motion was seconded by Mr. Philipp Ludwig; **Motion Passed Unanimously**

6.i. Recommendation as to Approval to Accept and \$35,000 in Supplemental Nutrition Assistance Funds

Mr. West introduced the item. Mr. Beasley further discussed and read the item into record noting the Committee's recommendation for the Board's approval to accept \$35,000 in Supplemental Nutrition Assistance Funds and allocate the funds to SFWIB Facilities operation.

Mr. Frederick Marinelli moved the approval to accept \$35,000 in supplemental nutrition Assistance Funds. Motion was seconded by Ms. Monica Russo; **Motion Passed Unanimously**

7. Youth Council

7.a. Recommendation as to Approval to Allocate Funding to Career Center Providers for the Work Readiness Young Adult Employment Program

SFWIB Chairman Alvin West introduced the item. Youth Council Chairman Clarence Brown further discussed noting that Youth Council meeting did not have quorum. However, the consensus of the members present recommended the approval to allocate funding to career center providers for the work Readiness Young Adult Employment program.

Mr. Albert Huston moved the approval to allocate funding to career center providers for the Work Readiness Young Adult Employment Program. Motion was seconded by Mr. Joe Chi; **Motion Passed Unanimously**

[Mr. Rolando Montoya stepped out of the meeting room]

[Ms. Maria Garza stepped out of the meeting room]

7.b. Recommendation as to Approval to Allocate Funds to Miami Dade College – Take Stock in Children Scholarship Program

Mr. West introduced the item. Mr. Brown further discussed noting the Council's recommendation for the Board's approval to allocate funding in an amount not to exceed \$425,000 to support the Take Stock in Children Scholarship Program (TSIC). Mr. Brown additionally noted the recommendation for SFWIB to waive the competitive procurement process.

Mr. Juan-Carlos del Valle moved the approval to allocate funds to Miami Dade College – Take Stock in Children Scholarship Program. Motion was seconded by Ms. Monica Russo; **Further Discussion (s):**

Mr. Marinelli requested additional information regarding the procurement waiver process and Mr. Beasley further explained.

Motion Passed with Unanimous Consent

7.c. Recommendation as to Approval to Allocate Funding to Miami Dade College – Future Bankers Training Program

Mr. West introduced the item and Mr. Brown further discussed noting the Council's recommendation for the Board's approval to allocate funding in an amount not to exceed \$32,000 for the period covering Program Year July 1, 2013 to June 30, 2014 to support the Miami-Dade College Future Banker's Training Program. Mr. Brown additionally noted the recommendation for SFWIB to waive the competitive procurement process.

Mr. Joe Chi moved the approval to allocate funding to Miami Dade College – Future Bankers Training Program. Motion was seconded by Mr. Albert Huston; **Further Discussion (s):**

Ms. Regueiro inquired about the program's success rate and requested that in the future, staff provide this information to the Board.

Mr. Perez requested that the funds be immediately disbursed in order to recruit as many participants as possible.

Mr. Talbert requested staff provide an update on the balance scorecard.

[Mr. Carlos Manrique arrived]

Motion Passed with Unanimous Consent

[Mr. Manrique stepped out of the meeting room]

[Ms. Garza returned]

[Dr. Montoya returned]

7.d. Recommendation as to Approval to Allocate Funding to Miami-Dade County Public School Board Project

Mr. West introduced the item. Mr. Brown further discussed noting the Council's recommendation for the Board's approval to allocate youth funding in an amount not to exceed \$50,000 for the period covering Program Year July 1, 2013 to June 30, 2014 to support the cost of a teacher/counselor position for the Department of Juvenile Justice/MDCPS Project serving adjudicating and foster care youth.

Mr. Frederick Marinelli moved the approval to allocate funding to Miami-Dade County Public School Board project. Motion was seconded by Ms. Monica Russo; **Motion Passed Unanimously**

[Mr. Manrique returned]

7.e. Recommendation as to Approval to Allocate Funding to the City of Key West – Fire Academy Training Program

Mr. West introduced the item. Mr. Brown further discussed and read the item into record noting Council's recommendation for the Board's approval to allocate youth funding in an amount not to exceed \$37,000 for the period covering Program Year July 1, 2013 to June 30, 2014 to support the City of Key West Fire Academy Training Program.

Mr. Any Perez moved the approval to allocate funding to the City of Key West – Fire Academy Training Program. Motion was seconded by Mr. Joe Chi; **Motion Passed Unanimously**

[Ms. Maria Garza stepped out of the meeting room]

[Mr. Clarence Brown stepped out to the meeting room]

7.f. Recommendation as to Approval to Allocate Funding to Miami Dade County Internship Program

Mr. West introduced the item and Ms. Gilda Ferradaz further presented on behalf of the Council Chairman who left the meeting room as a result of a declared conflict. She read the item into record noting the Council's recommendation for the Board's approval to allocate funding in the amount of \$280,500 for the period covering Program Year July 1, 2013 to November 30, 2013 to support the Miami-Dade County Internship Project.

Mr. Charles Gibson moved the approval to allocate funding to Miami Dade County Internship Program. Mr. Juan Carlos del Valle seconded the motion; **Further Discussion (s):**

Mr. Marinelli commented that he felt this would be a great experience for those seeking careers in government/ public service, as he noted that Miami-Dade County Deputy Mayor, Alina T. Hudak began her career in government as a management intern. Mr. Gibson concurred and said that he also began his career as a management intern with Miami-Dade County Aviation Department. Ms. Regueiro asked whether staff had any report showing how many students were placed after completing the internship program, and the probabilities of interns being placed this year.

Mr. West responded and clarified that this request is to extend the internship program as this program has already started.

Motion Passed with Unanimous Consent

[Ms. Maria Garza returned]

[Mr. Clarence Brown returned]

[Mr. Charles Gibson stepped out the meeting room]

8. Economic Development and Industry Sector Committee

8.a. Recommendation as to Approval to Support the Creation of Statewide Skills Development Fund

SFWIB Chairman Alvin West introduced the item and EDIS Committee Chairman Perez further discussed, noting that the Committee meeting did not have a quorum. However, consensuses of those present recommended the approval to support the legislation to create a statewide skills development fund. Mr. Beasley further explained the primary purpose and noted that this request is in regards to the One Community One Goal Targeted Industry report, which identified the need for additional resources. He additionally noted into record that staff did not draft this legislation.

[Mr. Gibson returned]

Mr. Marinelli asked whether an economic impact assessment had been done, and if so, whether the report is available to members, as he was very concerned about the impact on small businesses. Mr. Beasley provided additional details regarding the proposed legislation, and noted there would be no additional increase.

Mr. Ludwig moved the approval to support the creation of statewide skills development fund. Motion was seconded by Mr. Frederick Marinelli; Motion Passed Unanimously

9. Workforce Systems Improvement Committee

9.a. Recommendation as to Approve Workforce Services Balanced Scorecard Standards

SFWIB Chairman Alvin West introduced the item. WSI Committee Chairman Daniel Fils-Aime further discussed and read it into record, noting the Committee's recommendation for the Board's approval to have Workforce Services contractors meet at least 65% of the PY 2013-14 Balanced Scorecard performance measures for renewal and/or future contract consideration.

Mr. Fils-Aime moved the approval to renew existing workforce services provider contracts for Program Year 2013-14. Motion was seconded by Ms. Gilda Ferradaz; Further Discussion(s):

Mr. Piedra inquired about having a potential action plan for providers that fail to meet the newly required threshold. Mr. Beasley provided details.

Mr. Manrique questioned the fact that only a few providers met performance for the reporting period. Both Mr. Beasley and SFWIB Programs Manager, Juan Hernandez explained. Mr. Manrique also asked whether the Workforce Services Contractors Performance Summary report is year-end or quarterly. Mr. Hernandez responded, year-end, and provided further explanation. He moreover informed the Board of the two centers that did not meet performances. They were Transition, Inc. at 53% and Key West Career Center at 63%. Mr. Manrique requested information regarding providers that run multiple career centers. Mr. Hernandez further explained. Mr. Manrique expressed concern regarding the standardized threshold for career centers.

Ms. Ferradaz commented that she felt 65% seemed to be a high standard. Mr. Manrique concurred, and noted he would not vote in favor of this item. Mr. Manrique further inquired about staff's decision to increase the required threshold. Both Mr. Beasley and Mr. Hernandez further explained.

[Mr. Obdulio Piedra left]

Mr. Talbert inquired about potential impacts and Mr. Beasley provided details.

Ms. Garza requested staff explain why some career centers have less performance measures than others. Mr. Beasley explained. She additionally requested information regarding other regional workforce board's performance measures in comparison to this region (23). Mr. Beasley explained that the performance measures are not standardized.

Dr. Montoya asked whether those that fail performances will be prohibited from reapplying for any future contracts. Mr. Beasley responded, "No".

Mr. West recommended this item be brought back to the Committee for further review and recommendation, due to the many concerns raised by members of the full Board.

Mr. Marinelli requested the item be tabled and Mr. Manrique seconded; Further Discussion (s);

Mr. Huston explained the decisions made by the WSI Committee to have staff invite representatives from the two career centers that failed performance.

Mr. Manrique requested staff review with the Board the Workforce Services Contractors Performance Summary report for clarification. Mr. Hernandez explained in details.

There was continued deliberation.

Call a question was made by Mr. Daniel Fils-Aime

Item Tabled

9.b. Recommendation as to Approve Related-Party Paid Workforce Experience Training Agreement

Mr. West introduced the item. Mr. Fils-Aime further discussed, noting the Committee's recommendation for the Board's approval of a related party Paid Work Experience (PWE) Agreement.

Mr. Andy Perez moved the approval of related-party Paid Workforce Experience Training Agreement. Motion was seconded by Dr. Denis Rod; **Motion Passed Unanimously**

2.a. Approval of SFWIB Meeting Minutes for June 20, 2013

Mr. Clarence Brown moved the approval of June 20, 2013 meeting minutes. Motion was seconded by Ms. Monica Russo. **Motion Passed Unanimously**

[Mr. Charles Gibson left the meeting room]

[Mr. Andy Perez left the meeting room]

[Mr. Carlos Manrique left the meeting room]

[Mr. Gregg Talbert left the meeting room]

[Mr. Rolando Montoya left the meeting room]

5. One Community One Goal Update

Mr. Beasley introduced the Beacon Council's Vice President of Strategic Planning & Market Development, Joe Hovancak, who presented the One Community One Goal update.

No further questions or discussions.

6.a. Information – May 2013 Financial Statements

Mr. West introduced the item and SFWIB Finance Assistant Director, Gus Alonso reviewed with the Committee the following highlights to the financial report unaudited accompanying notes for the period of July 1, 2012 through May 31, 2013:

Budget Adjustments

Revenues:

- ✓ AWI Pass-Thru increased by \$109,594

Expenses:

- ✓ Youth Services decreased by (\$134,070)
- ✓ Training and Support Services increased by \$444,632
- ✓ Other Programs & Contracts increased by \$900,000
- ✓ Unallocated Funds decreased by \$1,100,968

Explanation of Budget Variances

- ✓ Refugee Services – under budget at 54.7% vs. 92%
- ✓ Training and Support Services – low (34.4% vs. 92%)
- ✓ Other Programs and Contracts – low (21% vs. 92%)

Deferred Items:

3. Chairman's Report

6.b. Information – Cash Reconciliation for June 2013

Meeting adjourned at 11:06am.