



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

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

ATHER ATTENDEES

Acedo, Maleidy – *Youth Co-Op, Inc.*

Allison, Carshena – *TBCA Watson Rice, LLP*

Atterbeary, K – *KRA Corporation*

Banks, Theron – *Greater Miami Service Corp.*

Barroso, Lupe – *Cuban National Council, Inc.*

Battle, Jorge – *Arbor E&T*

Beatriz, Gavira – *SER Jobs for Progress*

Brown, Delphine – *Youth Co-Op, Inc.*

Buttacavou, Jose – *Community Coalition*

Cambromme, Robert – *Youth Co-Op, Inc.*

Carrillo, Carlos – *ABC*

Cepeda, Margarita – *UNIDAD of Miami Beach*

Collazo, J – *City of Hialeah*

Coleman, Carol – *CBT College*

Costas, Jorge – *Youth Co-Op, Inc.*

Cruzs, Teresa – *Youth Co-Op, Inc.*

Donovan, Delvin – *UNIDAD of Miami Beach*

Dorsette, Debbie – *Greater Miami Service Corp.*

Farinas, Irene – *Adult Mankind Organization*

Faughaner, Maria – *NPTI*

Flores, Oscar – *American Advance Technology Institute*

Frances, Marcos – *Transition, Inc.*

Garcia, Sary – *UNIDAD of Miami Beach*

Gilbert, David – *City of Miami*

Girnun, Arnie – *New Horizons*

Gonzalez, Ana – *City of Hialeah*

Gutierrez, Hope – *Total International Career Institute*

Lightburn, Ray – *Cuban National Council*

Malony, Arnold – *Arbor E&T, Rescare*

Perez – Boroto, Connie – *Youth Co-Op, Inc.*

Quirros, Vivian – *Sullivan & Cogliano*

Rauzin, Alan – *Transition, Inc.*

Raymond, Adrian – *UNIDAD of Miami Beach*

Roberts, Darrell – *FAA*

Rodances, Carlos – *New Horizons, Inc.*

Rodriguez, Maria – *Youth Co-Op, Inc.*

Rodriguez, Tania – *Academy South Florida*

Scott, Don – *KRC Corporation*

Someillan, Ana – *Adult Mankind Organization, Inc.*

St. Fleur – *The Academy of South Florida*

St. Jean, Donard – *Dade Institute Technology*

Subirana, Maria – *City of Hialeah*

Tasanna, Arthur – *Total International Career Institute*

Thompkins, Ronald – *Watson Rice*

Thomson, Nancy – *Rescare*

Tucker, David – *Transition, Inc.*

Valle, Gabriela – *Cuban National Council*

Velez, Paulina – *Youth Co-Op, Inc.*

Porro, William – *City of Miami*

Vincent, Yanithe – *Hebron Technical Institute*

Williams, Rozalia – *Student Life Matters*

1. Call to Order and Introductions

SFWIB Chairman, Alvin West called the meeting to order at 9:31a.m., began with introductions and noted that a quorum of members had been achieved.

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

2.b. Approval of SFWIB Meeting Minutes of April 24, 2014

Mr. Joe Chi moved the approval of February 27, 2014 and April 24, 2014 meeting minutes. Motion seconded by Mr. Bernardo Adrover. Motion Passed Unanimously

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 Innovation and Opportunity Act (WIA Reauthorization); (2) State – Employer Penetration Rate Incentives.

No further questions or discussions.

5.a. Information – Financial Reports

5a.i April 2014

Chairman West introduced the item and Mr. Beasley further discussed. He reviewed with the Board the accompanying notes to the financial report (unaudited) for the period of July 1, 2013 to April 30, 2014:

Budget Adjustments

Revenues:

TAA funds totaling \$20,000; UC funds totaling \$2,363; and WP Branding \$51,666

Expenses:

- ✓ Headquarters increase by \$614 and Refugee contracts decreased by \$7,113
- ✓ Adult services decreased by \$9,142
- ✓ Youth Services increased by \$50,000
- ✓ Unallocated Services increased by \$74,029
- ✓ Training and Support Services decreased by \$34,359

Explanation of Significant Variances

- Refugee Services - 55.6% vs. 83%
- Training and Support Services - low at 25.8% vs. 83.3%
- Other Programs & Contracts - low 17.5% vs. 83.3%

No further questions or discussions.

5c. Recommendation as to Approval of the SFWIB Nominating Committee

Chairman West introduced the item and Mr. Beasley further discussed, noting the Executive Committee's recommendation for the Board's approval of the following members to participate in the nomination of the future chairman and vice chairman of SFWIB:

- Ms. Zewadski-Bricker
- Mr. Tom Roth
- Mr. Jeff Bridges
- Mr. Bernardo Adrover

Mr. Clarence Brown moved the approval of the SFWIB Nominating Committee. Motion seconded by Dr. Denis Rod; **Further Discussion(s):**

Dr. Montoya requested the agenda be revised to replace the word, "select" with the word "nominate".

Motion Passed as Amended with Unanimous Consent

5.d. Recommendation as to Approval of the 2014-15 Budget

Chairman West introduced the item. Mr. Beasley further discussed and reviewed in detail the 2014-15 proposed budget to include the following four major sections:

[Mr. Joe Chi stepped out of the meeting room]

- (1) Prior Budget Year Obligations/Reserves; award periods for WIA Adult, Youth and Dislocated Workers grants
- (2) 2014-15 State Funding
- (3) 2014-15 Program Budget
- (4) 2014-15 Cost Distribution
 - a. Head Quarters (Programs and Administrative)
 - b. Training and Support Services
 - c. Career Center Facility Costs
 - d. Provider Contract

[Mr. Joe Chi stepped out of the meeting room]

He additionally noted into record the approval of: (1) the performance goals; (2) an additional one year extension of the 2013-14 approved ITA percentages of 40%; (3) and the fiscal year 2014-15 proposed \$62 million expenditure budget and provider allocations.

Commissioner Jordan requested staff restate into record the total number of placements projected and total achieved. Mr. Beasley stated into record 92,340 projected and 63,000 achieved last year. She further asked how long an individual remains employed after being placed and whether staff keeps record of this information. Mr. Beasley responded.

Chairman West explained that next year's goal is to implement a performance base model.

Commissioner Jordan moved the approval of the 2014-15 Budget. Motion seconded by Mr. Clarence Brown; **Further Discussion (s):**

Mr. Roth inquired about reserved funds and Mr. Beasley further explained.

Motion Passed with Unanimous Consent

[Mr. Joe Chi returned]

5.e. 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 and noted the Executive Committee's recommendation for the approval to reallocate training funds from WIA Dislocated Worker Program to WIA Adult Program.

Commissioner Barbara Jordan moved the approval to reallocate support services funds among Youth Co-Op, Inc. Motion seconded by Mr. Bernardo Adrover; **Motion Passed Unanimously**

5.f. Recommendation as to Approval to Allocate Funds for CareerSource Branding Project

Chairman West introduced the item. Mr. Beasley further discussed and noted the approval to allocate \$129,166 in Wagner Peyser program funds received by the Department of Economic Opportunity (DEO) to assist with CSSF rebranding costs.

Dr. Denis Rod moved the approval to allocate funds for CareerSource Branding Project. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

5.g. Recommendation as to Approval to Allocate TANF Program Funds

Chairman West introduced the item. Mr. Beasley further discussed and noted the approval to allocate \$9,800 in TANF program funds.

Ms. Edith Zewadski-Bricker moved the approval to allocate TANF programs funds. Motion seconded by Ms. Maria Garza; **Motion Passed Unanimously**

5.h. Recommendation as to Approval to Accept and Allocate UC Funds

Chairman West introduced the item. Mr. Beasley further discussed and noted the approval to accept and allocate \$178,112.05 in UC program funds. He additionally noted that the funds were recently received and must be used by June 30, 2014.

Ms. Maria Garza moved the approval to accept and allocate UC funds. Motion seconded by Ms. Edith Zewadski-Bricker; **Further Discussion(s):**

Mr. Perez asked staff whether they have requested an extension to expend these funds, as previously requested by the Executive Committee. Mr. Beasley further explained.

Motion Passed with Unanimous consent

6. Audit Committee

6.a. Recommendation as to Approval to Contract Auditing Services

Chairman West introduced the item. Audit Committee Chairman Obdulio Piedra further presented and commended BCA Watson Rice, LLP for their exceptional work. He additionally noted this is a three year contract extension.

Mr. Bernardo Adrover moved the approval to contract with BCA Watson Rice, LLP to perform the Financial and Compliance Audits. Dr. Denis Rod seconded; **Motion Passed Unanimously**

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

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

7. Youth Council

7.a. Recommendation as to Approval to Allocate Funding to Miami-Dade College Take Stock in Children Scholarship Program

Chairman West introduced the item. Youth Council Chairman further presented and noted the approval to allocate \$400,000 in Temporary Assistance for Needy Families (TANF) program funds as set forth below:

Talent Development Scholarships:

- Take Stock in Children \$200,000
- 5000 Role Models \$100,000
- Mexican American Council \$50,000
- Big Brother Big Sisters \$50,000

He additionally noted into record that the item required two-thirds vote in order to waive the competitive procurement process.

Vice-Chairman Obdulio Piedra moved the approval to allocate funding to Miami-Dade College Take Stock in Children Scholarship program. Motion seconded by Mr. Andy Perez; **Further Discussion(s):**

Ms. Zewadski-Bricker asked whether a portion would be allocated to Monroe County. Mr. Beasley responded.

Motion Passed with Unanimous Consent

7.b. Recommendation as to Approval of WIA Youth Employment and Training Services for Program Year 2014-15 Contractors

Chairman West introduced the item. Youth Council Chairman Clarence Brown further presented and noted the approval to authorize staff to negotiate Youth Services contracts, if funding is available, with WIA Youth and Employment Training Services for Program Year 2014-15 RFP respondents that Scored 80-points and higher .

Commissioner Barbara Jordan moved the approval to authorize staff to negotiate Youth Services contracts, if funding is available, with WIA Youth and Employment Training Services for Program Year 2014-15 RFP Respondents that scored 80-points and higher. Motion seconded by Dr. Denis Rod;

Further Discussion(s):

Mr. Datorre questioned the scoring of this year's RFP because of the low scores earned by experienced contractors, specifically mentioning UNIDAD of Miami Beach. Mr. Beasley further explained. Both Chairman West and Mr. Brown briefly explained the process and advised Mr. Datorre that an appeal can be filed.

Mr. Datorre requested staff explain the purpose for changing the rating tools. Mr. Beasley explained that RFPs are conducted every three years and RFP processes have been modified in order to align with the demands of the Beacon Council's "One Community One Goal".

Dr. Montoya asked staff to clarify that although a provider may have successfully scored very high in previous years, does not guarantee that high scores would be obtained again as a result of the modifications made to this year's RFP scoring tools. Mr. Beasley concurred.

Mr. Scott reiterated what had been stated by Youth Council Chairman Clarence Brown, regarding the recommendation for the approval of respondents that scored 80 percent and higher and the opportunity to request an appeal.

Mr. Bridges commented that there's no progress if this agency continues to provide the "same" services from "the 1970s". Chairman reiterated the fact that the opportunity has not been completely closed to those respondents that scored less than the 80% threshold, as they would be given the opportunity to appeal.

Motion Passed with Unanimous Consent

7.c. Recommendation as to Approval of Funding for the Work Readiness – Young Adult Work Program

Chairman West introduced the item. Youth Council Chairman Clarence Brown further discussed and noted the approval to allocate an amount not to exceed \$900,000 in Workforce Investment Act (WIA) Adult funds to support a Young Adult Work Program targeting communities with high arrest/crime areas for the period of July 1, 2014 to June 30, 2014.

Vice-Chairman Obdulio Piedra moved the approval of funding for the work readiness – young adult work program. Motion seconded by Commissioner Barbara Jordan; Motion Passed with Unanimous Consent

[Mr. Bernardo Adrover left]

8. Workforce Systems Improvement Committee

8.e. Recommendation as to Approval of Workforce Services Contractors

Chairman West introduced the item. WSI Committee Chairman Daniel Fils-Aime further discussed and noted the approval to authorize staff to negotiate contracts with Workforce Services RFP respondents based on available funding. Ms. Manning added that the Committee additionally recommended the RFP be released.

Commissioner Barbara Jordan moved the approval of workforce contractors. Motion seconded by Dr. Denis Rod; **Further Discussion(s):**

Mr. Perez asked whether there's another contractor available to provide services to the ex-offender population. Mr. Beasley explained that there's no other contractor. Mr. Perez subsequently asked for an amendment to this item to extend Transition Inc.'s contract until a second RFP is completed and a qualified contractor is identified.

Ms. Manning stated that the Committee additionally recommended the RFP be released for a second time, so that Transition, Inc. can be given the opportunity, as well as the elimination of one of the criteria (refer to following item).

Both Commissioner Barbara Jordan and Dr. Denis Rod accepted the request to amend this item by Mr. Andy Perez to extend Transition Inc.'s contract until a second RFP is completed and a qualified contractor is identified; **Motion Passed as Amended with Unanimous consent**

A request for a second amendment by Ms. Ann Manning and the WSI Committee had been duly made to waive one of the criteria and choose the highest scoring respondent (City of Hialeah). Motion seconded by Ms. Maria Garza; **Further Discussion(s)**

Dr. Montoya and Commissioner Jordan inquired about the ratification for the other providers to waive one of the criteria, as they were very concerned how it would impact the other respondents' scores. Mr. Beasley explained that there would be no negative impact.

Commissioner Jordan requested the legal counsel to clarify into record the procedures for requesting multiple amendments to an item. The legal counsel clarified into record that the amendments must be voted separately before the item can be adopted as amended.

Mr. Talbert requested staff explain the purpose of the criteria requested to be eliminated and Mr. Beasley further explained.

The 2nd amendment requested by Ms. Manning and the WSI Committee had been accepted by motion originators (Commissioner Barbara Jordan, Dr. Denis Rod and Andy Perez); second amendment passed unanimously

Motion Passed as Amended with Unanimous Consent

8.f. Recommendation as to Approval of the Revised Balance Scorecard Standard and Performance Measures

Chairman West introduced the item. WSI Committee Chairman Daniel Fils-Aime further discussed and read the item into record regarding the approval of a revised workforce service balanced scorecard and have the Workforce Services contractors meet at least 65 percent of the PY 2014-15 Balanced Scorecard performance measures for renewal and/or future contract consideration.

WSI Committee Chairman Daniel Fils-Aime moved the approval of the revised balanced scorecard standard and performance measures; Motion seconded by Mr. Roberto Datorre: **Motion Passed Unanimously**

Add-On Item:

8g. Allocation and Re-Allocation of Refugee Program Funds (Carried over From April 24, 2014 SFWIB Meeting)

WSI Chairman Daniel Fils-Aime presented the item and read it into record a request for the Board's approval to allocate funds to the Refugee Employment Program Providers. Mr. Beasley additionally explained the purpose of the add-on item. (A copy of this item had been provided to the full board and audience)

Ms. Maria Garza moved the approval of Refugee Program Funds. Motion seconded by Dr. Rolando Montoya; **Motion Passed with Unanimous Consent**

9. Economic Development and Industry Sector Committee 9.d Recommendation as to Approval of Individual Training Account (ITA) Policy

Mr. West introduced the item. EDIS Committee Chairman Andy Perez further discussed and he noted that the Committee did not have a quorum. However, consensus of the members present recommended the approval of this item. He further explained the 70/70/70 percent training and placement requirements.

Mr. Clarence Brown moved the approval of a revised Individual Training Account (ITA) Policy. Motion seconded by Mr. Juan Carlos del-Valle; **Further Discussion(s):**

Dr. Montoya noted into record his opposition to approve revision #1 due to the challenges training institutions face with placing students into employment after completing training. However, he noted his support of revision#2.

Mr. Perez explained it is the student's responsibility to pay the difference of any outstanding tuition balances if a Pell grant is awarded.

Vice-Chairman Piedra requested Dr. Montoya additionally explain his reasons for objecting revision#1. Dr. Montoya provided details, as well as Mr. Perez.

Mr. Datorre also had questions regarding revision#1 and Mr. Beasley provided additional details and explained that the revisions were presented to partnered training vendors for their feedback, of which none had opposition to the proposed revision. Ms. Garza added that 85% is the standard requirements at the national level. However, she agreed with Dr. Montoya who proposed that training institutions be required to meet 2 of the 3 70/70/70 percent training and placement requirements.

Mr. Beasley shared with the Board the purpose for establishing these requirements. He stated it was due to an article that had been released in May 2012 addressing the issues regarding training programs.

Vice-Chairman Piedra called a question

Dr. Montoya quickly reiterated and clarified into record his opposition to revision#1.

Motion Passed with two (2) oppositions (Dr. Montoya and Mr. Datorre)

[Mr. Charles Gibson left the meeting room]

9.e Recommendation as to Approval of New Training Vendors and Programs

Mr. West introduced the item and EDIS Chairman Andy Perez further discussed the Committee's recommendation for the Board's approval of training vendors and requested programs for the following:

Compu-Design Inc. (Dade Medical Institute of Technology) North Miami Beach

- Cisco Certified Network Associated Test Prep, Diploma
- Microsoft Certified IT Professional MCITP/MCTS Test Prep Diploma
- Computer Network Technician, Diploma
- Computer Repair Technician, Diploma

Requested to Add Program:

- New Horizons Computer Learning Centers South Florida
 - Networking Security Professional Preparatory Diploma

Mr. Clarence Brown moved the approval of New Training Vendors and Programs. Motion seconded by Mr. Thomas Gregg Talbert; **Motion Passed with Unanimous Consent**

9.f Recommendation as to Approval to Issue a Business Services RFP

Mr. West introduced the item and EDIS Chairman Andy Perez further presented the Committee's recommendation for the Board's approval to negotiate contracts with Business Services RFP respondents based on available funding.

Commissioner Barbara Jordan moved the approval to issue a business services RFP. Motion seconded by Mr. Roberto Datorre; **Motion Passed with Unanimous Consent**

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

Added-on Item:

9.g Recommendation as to Approval of Related Part Training Vendor Agreements

Mr. West introduced the item. EDIS Chairman Andy Perez further presented the Committee's recommendation for the Board's approval of Training Vendor Agreements with the following Training Vendors currently represented on the Board:

- Florida National University (FNU)
- Miami Dade College (MDC)
- The School Board of Miami-Dade County Florida (M-DCPS)

Mr. Beasley additionally explained the purpose of the added-item (each member received a copy).

Commissioner Barbara Jordan moved the approval of related party training vendor agreements. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed with Unanimous Consent**

[Dr. Montoya returned]

Chairman West noted that all remaining items be deferred to a later date.

Deferred Items:

- 3. Chairman's Report**
- 5.b. Information – Cash Reconciliation**
- 5b.i May 2014**
- 8.a. Information – Refugee Employment and Training Program Performance Overview**
- 8.b. Information – Refugee Employment and Training Program Balanced Scorecard Update**
- 8.c. Information - Workforce Services Regional Performance Overview**
- 8.d. Information – Workforce Services Balanced Scorecard Update**
- 9.a. Information – Employed Worker Training (EWT) Application for Miami Jewish Health Systems, Inc.**
- 9.b. Information - Employed Worker Training (EWT) Application for Noven Pharmaceuticals, Inc.**
- 9.c. Information - Individual Training Account (ITA) Performance Report Program Year 2012-13**

Meeting Adjourned at 10:56am