



AMENDED

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: April 16, 2015 at 9:30AM

Doubletree Hotel – Convention Center
 711 N.W. 72nd Avenue
 Miami, FL 33126

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

OTHER ATTENDEES	
<p>Allison, Carshena – <i>BCA Watson Rice, LLP</i></p> <p>Costas, Jorge – <i>Youth Co-Op, Inc.</i></p> <p>Farinas, Irene – <i>Youth Co-Op, Inc.</i></p> <p>Finol, Leandro – <i>Miami Dade College</i></p> <p>Flores, Oscar – <i>AATI</i></p> <p>Garcia, Roman – <i>City of Hialeah</i></p>	<p>Gonzalez, Ana Maria– <i>City of Hialeah</i></p> <p>Mitchell, Carlana – <i>Miami-Dade County Public Schools (M-DCPS)</i></p> <p>Quiros, Vivian – <i>Sullivan & Cogliano</i></p> <p>Rodances, Carlos – <i>New Horizons, Inc.</i></p> <p>Rodriguez, Maria – <i>Youth Co-op, Inc.</i></p> <p>Sante , Alicia – <i>Youth Co-op, Inc.</i></p> <p>Havancak, Joe – <i>The Beacon Council</i></p>

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

1. Call to Order and Introductions

SFWIB Chairman, Obdulio Piedra called the meeting to order at 9:38a.m., began with introductions and noted that a quorum of members had not been achieved.

4. Executive Director's Report

Executive Director Rick Beasley reviewed with the Board his report and each member received a copy. The report contained information regarding: (1) Federal – U.S Conference of Mayor's Guidance Letter for the Workforce Innovation and Opportunity Act (WIOA); (2) State – CareerSource /Florida Day at the Capital; and (3) Local – Career Center Performance.

No questions or discussions.

6. Executive Committee

6.a. Information – Finance Report

6a.i December 2014 Financial Report

Chairman Piedra introduced the item. Mr. Beasley further discussed and read into record the following accompanying notes to the Financial Report for the Period of July 1, 2014 to December 31, 2014:

Budget Adjustments:

No revenue adjustments to report

Expenses:

- Youth Services decreased by \$3,875
- Training and Support Services increased by \$3,875

Explanation of Significant Variances:

- Training and Support Services expenditures - low 14.4% versus 50%
- Other Programs & Contract – low 1.1% versus 50%

No further questions or discussions.

[Commissioner Barbara Jordan Arrived; **Quorum Achieved**]

Chairman Piedra welcomed Miami-Dade County Deputy Mayor Russell Benford who appeared before the Board and presented a letter and certificate of appreciation to Mr. Beasley in recognition of his valuable contribution to the community and for being elected President of the United States Conference of Mayors Workforce Development Council. Commissioner Barbara Jordan joined Deputy Mayor Benford during his presentation on behalf of members of Miami-Dade County Board of County Commissioners.

2.a. Approval of SFWIB Meeting Minutes of October 30, 2014

Dr. Rolando Montoya moved the approval of October 30, 2014 meeting minutes. Motion seconded by Ms. Maria Garza; **Motion Passed with Unanimous Consent**

2.b. Approval of SFWIB Meeting Minutes of December 18, 2015

Dr. Rolando Montoya moved the approval of December 18, 2015 meeting minutes; Motion seconded by Mr. Clarence Brown; **Motion Passed with Unanimous Consent**

3. Chairman's Report

Chairman Piedra once again congratulated Mr. Beasley on his new role as President of the U.S. Conference of Mayors.

5. Executive Committee Meeting

5a. Approval to Support the Creation of Statewide Business and Workforce Competitive Fund

Chairman Piedra introduced the item and Mr. Beasley further presented the Executive Committee's recommendation for the Board's approval to support the creation of a statewide Business and Workforce Competitive Fund.

Mr. Clarence Brown moved the approval to support the creation of a statewide business workforce competitive fund. Motion seconded by Mr. Andy Perez; **Further Discussion(s):**

Chairman Piedra briefly updated the Board on a major revision to State Statute 445.

Motion Passed with Unanimous Consent

5b. Approval to Adopt the Re-alignment of the Governance Structure of the SFWIB

Chairman Piedra introduced the item and Mr. Beasley further presented the Executive Committee's recommendation for the Board's approval to adopt the realignment of governance structure of the board.

Mr. Clarence Brown moved the approval to adopt the re-alignment of the governance structure of the SFWIB. Motion seconded by Mr. Andy Perez; **Motion Passed with Unanimous Consent**

5c. Approval of the Fiscal Year 2013-14 External Audit Report

Chairman Piedra introduced the item and Mr. Beasley further discussed the Audit Committee's recommendation for the Board's approval of the Fiscal Year 2013-14 external audit report.

Vice-Chairman Jeff Bridges moved the approval of the Fiscal Year 2013-14 external audit report. Motion seconded by Ms. Maria Garza; **Motion Passed Unanimously**

[Dr. Montoya stepped out of the meeting room]

5d. Approval to Accept Revised Accounting Policies and Procedures

Chairman Piedra introduced the item and Mr. Beasley further presented the Audit Committee's recommendation for the Board's approval of the revised accounting policies and procedures manual.

Dr. Denis Rod moved the approval of the revised accounting policies manual. Motion seconded by Mr. Philipp Ludwig; **Motion Passed Unanimously**

5e. Approval of an Allocation of Funds for a LaunchCode Program

Chairman Piedra introduced the item and Mr. Beasley further presented the Audit Committee's recommendation for the Board's approval of an information technology apprenticeship training initiative (LaunchCode) and to allocate an amount not to exceed \$18,000 in Workforce Investment (WIA) funds to train up to 12 participants.

Mr. Roberto Darorre moved the approval of an information technology apprenticeship training initiative (LaunchCode) and to allocate an amount not to exceed \$18,000 in Workforce Investment (WIA) funds to train up to 12 participants. Motion Seconded by Mr. Philipp Ludwig; **Motion Passed with Unanimous Consent**

[Dr. Montoya returned to the meeting room]

6.b. Information – Cash Reconciliation

Chairman Piedra introduced the item and Mr. Beasley further presented the bank reconciliation report ending January 31, 2015.

No further questions or discussions.

6b.i January 2015

Chairman Piedra introduced the item and Mr. Beasley further discussed the bank reconciliation report.

No further questions or discussions.

6c. Information – City of Miami Beach Lease

Chairman Piedra introduced the item and Mr. Beasley further discussed.

No further questions or discussions.

6d. Recommendation as to Approval to Accept WIA Performance Incentive Funds

Chairman Piedra introduced the item and Mr. Beasley further presented the Executive Committee's recommendation for the Board's approval to accept \$51,666 in WIA Performance Incentive Funds.

Mr. Clarence Brown moved the approval to accept WIA Performance Incentive Funds. Motion seconded by Mr. Commissioner Barbara Jordan; **Motion Passed Unanimously**

6.e. Recommendation as to Approval to Accept WIA Military Youth Funds

Chairman Piedra introduced the item and Mr. Beasley further presented the Executive Committee's recommendation for the Board's approval to accept the WIA Military Youth Funds.

Vice-Chairman Jeff Bridges moved the approval to accept WIA Military Youth Funds. Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

6.f. Recommendation as to Approval to Accept Supplemental WIA Dislocated Worker Funds

Chairman Piedra introduced the item and Mr. Beasley further presented the Executive Committee's recommendation for the Board's approval to accept \$653, 927 in supplemental WIA Dislocated Worker Program Funds.

Commissioner Barbara Jordan moved the approval to accept supplemental WIA Dislocated Worker Funds. Motion seconded by Mr. Roberto Datorre; **Motion Passed Unanimously**

6.g. Recommendation as to Approval to Issue a Request for Proposal for External Auditing Services

Mr. Beasley introduced the item and noted the Executive Committee's recommendation for the Board's approval to authorize SFWIB staff to issue a Request for Proposals (RFP) for external auditing services.

Vice-Chairman Jeff Bridges moved the approval to issue a request for proposal for External Auditing Services. Motion seconded by Ms. Maria Garza; **Motion Passed Unanimously**

6.h. Recommendation as to Approval to Adjust the 2014-15 Budget for the Actual Carry Forward Funds

Chairman Piedra introduced the item and Mr. Beasley read the item into record the adjustment of the 2014-15 Budget for the Actual Carry Forward Funds.

Commission Jordan moved the approval to adjust the 2014-15 budget for the actual Carry forward funds. Motion seconded by Mr. Roberto Datorre; **Motion Passed Unanimously**

7. Youth Council

7.a. Recommendation as to Approval to Allocate WIA Funds for the Beacon Council's Career Center Awareness Portals Initiative

Chairman Piedra introduced the item and Youth Council Chairman, Clarence Brown further presented the Youth Council's recommendation for the Board's approval to allocate in an amount not to exceed \$250,000 in Workforce Investment Act (WIA) funds to assist in developing and supporting the Beacon Council's Career Awareness Portals Initiative. He additionally read into record the Council's approval to waive the competitive procurement process.

Mr. Roberto Datorre moved the approval to allocate WIA funds for the Beacon Council's Career Center Awareness Portals Initiative. Motion seconded by Vice-Chairman Jeff Bridges; **Further Discussion(s):**

Mr. Carlos Manrique questioned the maximum amount of \$250,000 to be allocated to the Beacon Council. Mr. Beasley explained that this initiative is part of the Career Pathways component which will be used to launch a portal. Joe Havancak from the Beacon Council appeared before the Board and provided additional details.

Mr. Manrique asked whether the \$250,000 would be leveraged. The representatives explained that the entity is seeking additional grants. They additionally noted that the Beacon Council received an additional grant from Chase Bank. Mr. Manrique inquired about their ultimate goal and Mr. Havancak explained that the goal is to raise over \$250,000. Mr. Manrique asked whether this goal is solely for the purpose of launching the website. Mr. Havancak responded, "Yes" as well as hire additional staff. Mr. Beasley provided further details.

Commissioner Barbara Jordan requested clarification as to whether the initial goal had been to recruit qualified students and place them in internships. Mr. Havancak explained. Commissioner Jordan also inquired about the agency's benchmarking strategies for success. Mr. Havancak explained the current skills gap and how this initiative would prepare students for internships to possibly attain higher paying jobs. Commissioner Jordan asked whether if academic leadership councils have been formed within her district. Mr. Hovancak responded that the councils had been established two years ago.

Mr. Perez inquired about proper tracking of workforce dollars. Vice-Chairman Bridges briefly explained that the portal would provide various tracking avenues.

Dr. Montoya subsequently explained some possible avenues of tracking outcomes. One of the ways he stated is by researching the number of corporations registered and the number of job postings. Another way he stated was through the tracking of employers and students usage. SFWIB Programs Manager, Juan Hernandez appeared before the Board and further explained the details of the program.

Commissioner Jordan inquired about proposed internships. Mr. Hernandez responded that internships would be paid for by participating employers.

Mr. Manrique requested this item be tabled until more information is provided. However, Dr. Montoya opposed his request by recommending a few matrixes (measurements and outcomes) be defined. Mr. Perez concurred.

[Mr. Clarence Brown left the meeting room]

Mr. Manrique questioned whether if it's considered a conflict if both he and Dr. Montoya voted on this item. Dr. Montoya explained that he doesn't believe it would be a conflict since the entire funding would directly be disbursed to the Beacon Council. Mr. Manrique sought the Legal Counsel's advice.

Chairman Piedra called a question.

Dr. Datorre asked whether a separate vote would be taken. Mr. Beasley responded, "No."

With reference to Mr. Manrique's recent question, Assistant County Attorney, Shanika Graves responded that board members representing the Beacon Council must refrain from voting on this item. Mr. Manrique rephrased his question. However, Dr. Montoya explained that although their schools are representatives of the Beacon Council's board, neither of them sit on the Board of the Beacon Council as representatives.

Chairman Piedra recommended this item be deferred to the next scheduled Board meeting.

8. Workforce System Improvement Committee

8.c. Recommendation as to Approval of a RET Automotive Technician Short Term Training Program

Chairman Piedra introduced the item and WSI Committee Chairman Daniel Fils-Aime further presented. Chairman Piedra noted into record the following changes:

- Net Economic Benefit: ~~\$23,608~~ changed to \$21,648
- Return on Investment: ~~\$2.48~~ changed to \$15.46

Andy Perez moved the approval of a RET Automotive Technician Short Term Training Program. Motion seconded by Mr. Roberto Datorre; **Motion Passed Unanimously**

8.d. Recommendation as to Approval to Re-Allocate Funds from the City of Hialeah to ResCare, Inc.

Chairman Piedra introduced the item and WSIA Committee Chairman Fils-Aime further discussed and read the item into record.

Mr. Roberto Datorre moved the approval to re-allocate funds from the City of Hialeah to ResCare, Inc. Motion seconded by Ms. Maria Garza; **Further Discussion(s)**

Commissioner Jordan requested staff provide additional details as to why the City of Hialeah decided to break its contract with SFWIB.

Ms. Annette Quintana, explained that this was an administrative decision as a result of a ‘fiscal awakening’ that the City felt it was best to cease its contract with SFWIB. Mr. Beasley additionally explained.

Mr. Datorre questioned whether it would be a conflict if Ms. Quintana, who is a representative of the City of Hialeah votes on this item. Mr. Beasley explained that it would not be a conflict as the City’s contract has officially ended and this is for the approval to sign a contact with ResCare, Inc. Commissioner Jordan questioned the procedure of municipal government representatives voting on certain items. Assistant County Attorney Shanika Graves confirmed that the full board could proceed with a vote.

Motion Passed with Unanimously

9. Economic Development & Industry Sector Committee

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

Chairman Piedra introduced the item and EDIS Committee Chairman, Andy Perez further discussed.

Dr. Denis Rod moved the approval of New Training Vendors and Programs. Motion seconded by Dr. Denis Rod; **Motion Passed Unanimously**

9.b. Recommendation as to Approval of New ITA Policy

Chairman Piedra introduced the item and Mr. Perez further presented.

Dr. Denis Rod moved the approval of New ITA Policy. Motion seconded by Mr. Philipp Ludwig; **Motion Passed Unanimously**

Prior to meeting adjournment, Chairman Piedra provided an update on committee reassignments. Ms. Garza thanked all who voted via text to the National Nights Arts Foundation – People’s Choice Challenge at December’s full board meeting. She gladly announced that the Mexican American Council had been awarded \$60,000.

Deferred Items:

8.a. Information – Refugee Employment and Training Program Balanced Scorecard Update

8.b. Information – Workforce Services Balanced Scorecard and Job Placement Update

There being no further business to come before the Board, the meeting adjourned at 10:36am.