



## SOUTH FLORIDA WORKFORCE INVESTMENT BOARD MEETING MINUTES

**DATE/TIME:** April 20, 2023, 9:30am

**LOCATION:** The Landing at MIA  
5 Star Conference Room (Everglades Room)  
7415 Corporate Center Drive, Suite H  
Miami, FL 33126

**Zoom:** [https://us02web.zoom.us/webinar/register/WN\\_wjgmIoTtSEu4r3ERRDichg](https://us02web.zoom.us/webinar/register/WN_wjgmIoTtSEu4r3ERRDichg)

1. **CALL TO ORDER:** Chairman Gibson called to order the regular meeting of the South Florida Workforce Investment Board at 9:36AM on February 16, 2023.

**ROLL CALL:** 27 members; 14 required; 19 present: Quorum Established

<b>SFWIB Members Present</b> <ol style="list-style-type: none"> <li>1. Brecheisen, Bruce</li> <li>2. Bridges, Jeff (Zoom)</li> <li>3. Clayton, Lovey</li> <li>4. Datorre, Roberto (Zoom)</li> <li>5. del Valle, Juan-Carlos, Vice Chair (Zoom)</li> <li>6. Ferradaz, Gilda</li> <li>7. Garza, Eddie</li> <li>8. Gibson, Charles, Chair</li> <li>9. Glean-Jones, Camela</li> <li>10. Grice, Sonia</li> <li>11. Lampon, Brenda (Zoom)</li> <li>12. Loynaz, Oscar, MD (Zoom)</li> <li>13. Mantilla, Rene'</li> <li>14. Perez, Andy (Zoom)</li> <li>15. Piedra, Obdulio</li> <li>16. Rod, Denis</li> <li>17. Rolle, Andrei</li> <li>18. Roth, Tom</li> <li>19. Scott, Kenneth</li> </ol>	<b>SFWIB Members Absent</b> <ol style="list-style-type: none"> <li>20. Androver, Bernado</li> <li>21. Brown, Clarence</li> <li>22. Canales, Dequasia</li> <li>23. Chi, Joe</li> <li>24. Diggs, Bill</li> <li>25. Gazitua, Luis</li> <li>26. Lincoln, Michelle</li> <li>27. Maxwell, Michelle</li> </ol> <b>SFWIB Members Excused</b>	<b>SFWIB Staff</b> <ol style="list-style-type: none"> <li>1. Beasley, Rick</li> <li>2. Bennett, Renee</li> <li>3. Kelly, Travis</li> <li>4. Morgan, Ebony</li> <li>5. Perrin, Yian</li> <li>6. Petro, Basil</li> </ol> <b>SFWIB Administration</b> <ol style="list-style-type: none"> <li>7. Francis, Anderson</li> <li>8. McFarland, Casandra</li> </ol> <b>Miami-Dade County Attorney's Office</b> Gallo, Melissa, MDC Attorney's Office
<b>Guest Attendees</b> <ol style="list-style-type: none"> <li>1. Cooper, Jamie, TechLaunch Academy</li> </ol>		

Agenda items are displayed in the order they are discussed.

Mr. Beasley reviewed new housekeeping rules, requesting that members identify themselves when presenting/seconding a motion and speak as clearly as possible for the recording.

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## 2A. Approval of SFWIB Meeting Minutes – February 16, 2023

Chairman Gibson presented agenda item 2A SFWIB Meeting Minutes – February 16, 2023, for review and discussion.

No questions, comments, or changes were presented.

**Motion:** Mr. Brown presented a motion to approve the South Florida Workforce Investment Board meeting minutes – February 16, 2023.

Seconded by: Mr. Mantilla and **passed without dissent.**

No further comments or suggestions were submitted from the members. Item closed.

## 3. Public Comments

*Public comments should be two minutes or less.*

No requests to speak were received by the Executive Office. Chairman Gibson opened the floor for comments from the public. None were presented. Item closed.

## 4. Chairman's Report

Chairman Gibson presented the recommendation to promote Mr. Thomas “Tom” Roth from Vice-Chairman to Chairman of the Finance and Efficiency Council (FEC).

Motion: Mr. Piedra presented a motion to approve the transition of Mr. Thomas “Tom” Roth from Vice-Chairman to Chairman of the Finance and Efficiency Council (FEC).

Seconded by: Ms. Glean-Jones and **passed without dissent.**

## 5. A. Executive Director Update

Chairman Gibson introduced the item; Mr. Beasley further presented the April 20, 2023 Executive Director's Report, which includes the following updates:

1. Federal – USDOL Secretary Confirmation for DOL Secretary Nominee Julie Su.  
There is no direct financial impact on workforce boards; however, she is an advocate who can address and advocate for significant initiatives with the U.S. Senate.
2. State Update
  - a. Senate Bill 7048 – The Enterprise Florida Transition
  - b. House Bill 7051 – Educational Bill that directs the REACH Act

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c. Senate Bill 240

Ms. Camela-Jones provided insight regarding the impact SB7048 will have on the established incentives intended to entice new businesses to relocate to the state of Florida.

Mr. Beasley discussed the changes mandated by HB 7051 and the need for Local Workforce Boards to establish a separate advisory board focused on education and industry development. The Academic Advisory Board could be a useful resource for completing this requirement. Additional discussion is necessary.

Chairman Gibson inquired about House Bill 7051 and the REACH Act requirements. Mr. Beasley reminded the Board of the REACH Office measures that have already been implemented as a result of the passage of this legislation.

**6. SFWIB Executive Committee**

Chairman Gibson reviewed the Executive Committee Summary, which provided an overview of items discussed during Executive Committee meetings held on Thursday, April 13, 2023.

**6A. Information – Federal Workforce Update**

Staff provided an update on the national trends from the U.S. Conference of Mayors Workforce Development Council.

On February 16, 2023, the Labor Department announced U.S. Department of Labor Secretary Marty Walsh, will leave his post in mid-March. He was replaced by Julie Su on March 11, 2023. Secretary Su was previously confirmed by the Senate in July 2021 to serve as the deputy secretary of labor.

On February 23, the U.S. Economic Development Administration (EDA) published a Request for Information on its Recomplete Pilot Program - an economic development initiative that will provide grant funding to distressed communities across the country to create and connect workers to good jobs and support long-term comprehensive economic development by helping to reduce the high, prime-age employment gap.

Staff participated on the February 28, 2023 U.S. Department of Labor (DOL) grants webinar. The DOL's leadership and staff across grant-making agencies and program offices provided a webinar for potential grantees to learn about the grant programs and funding opportunities available at the Department.

**6B. Information – CareerSource Florida Board Realignment**



Due to the REACH Act, CareerSource Florida in with the Governor's REACH Office and other vital partners launched an alignment evaluation in April 2022. As a result, a recommendation was put forth to reduce the current number of local workforce development boards in order to allow the CareerSource Florida network to modernize local boards board governance structure and better position the system to be even more customer-centered, cost effective and responsive to meet workforce talent demands today and in the future.

CareerSource Florida worked with Ernst & Young LLP, which resulted in realignment and consolidation of several local workforce development areas throughout the system that included this local board. Monroe County has been realigned with CareerSource Southwest Florida (Local Workforce Development Area 24) instead of with CareerSource South Florida (Local Workforce Development Area 23).

Staff is very supportive of the Alignment Evaluation initiative / Future State Options Report recommendations to the CareerSource Florida. CSSF has initiated calls to CareerSource Florida to expedite the realignment of Monroe County to Region 24. In addition, CSSF is scheduling a meeting with the CEO of CareerSource Southwest begin the process of transition workforce services to Region 24.

Mr. Beasley discussed the somewhat contentious history of the relationship between Monroe County and the SFWIB. Then, he reviewed the measures that the SFWIB must take to facilitate the transition, the majority of which should be completed by mid-June. The completion of the Interlocal Agreement between Monroe County and LWDA 24 could take a considerable amount of time. The deadline for the transition has been set for July 1, 2024; however, we are pushing to have the transition completed in advance of that date.

Monroe County remains a member of the SFWIB, but no one is present to discuss the transition or address any concerns that have been conveyed to the State.

## **6C. Information – One-Stop Operator Update**

Staff published two Requests for Proposal (RFP) for program year 2021-2022 (Feb. 16, 2022, and May 11, 2022), which resulted in no respondents. Staff conducted an additional RFP on Aug. 1, 2022, which also resulted in no respondents. Pursuant to CareerSource Florida Administrative Policy 110 CareerSource Florida Board of Directors Meeting – Local Workforce Development Area and Board Governance, staff submitted a request to temporarily serve as the one-stop operator due to these failed procurements.

The CareerSource Florida Board meet on February 23, 2023 and approved the SFWIB to temporarily serve as the One-Stop Operator until September 30, 2023. The approval ensures

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the SFWIB is in full compliance with all Department of Labor regulations. Staff will release another RFP for a One-Stop Operator while continuing to pursue the option of a Sole Source procurement.

#### **6D. Information – Take-Stock-in-Children (Monroe County) Update**

At the June 16, 2022 meeting, the Executive Committee approved an allocation of \$1,430,000 in Temporary Assistance for Needy Families (TANF) funds to purchase 275 Florida Prepaid College Plan scholarships for the Take Stock in Children program.

Of the 275 Florida Prepaid College Plan Scholarships purchased, 26 scholarship plans, consisting of five (2+2) and 21 two-year, were allocated to the Monroe County Education Foundation for in-school youth in Monroe County. In accordance with scholarship guideline, on February 28, 2023, the Monroe County Education Foundation notified the SFWIB in writing that after careful review of the contract provided by the SFWIB, the Monroe County Education Foundation determined it is unable to meet the terms of the agreements and respectfully declined to accept the scholarships offered.

#### **6E. Information – President Biden’s Employment and Training Budget Request**

On March 9, President Joe Biden released his budget request for fiscal year 2024 (FY24), which begins on October 1, 2023. President Biden requested \$15.1 billion in discretionary funds for the Department of Labor (DOL/Department) in FY24—a \$1.5 billion or 11 percent increase. The Budget invests \$335 million in Registered Apprenticeship and Pre-Apprenticeship programs to provide pathways to careers in construction, clean energy, semiconductor manufacturing, and other in-demand industries.

The budget also provides \$200 million for the new Sectoral Employment through Career Training for Occupational Readiness (SECTOR) program, to support public-private partnerships that deliver high-quality training in growing industries; and invests \$100 million to strengthen community colleges and help them partner with employers and the public workforce system to design and deliver effective training models in cities.

Also included is funding for a new Civilian Climate Corps (CCC) to pilot climate resilience and mitigation demonstration grants. The FY 2024 request for this new grant pilot is \$15 million and will rely on strong DOL partnerships with other Federal agencies. With these resources, the DOL will focus on job training and paid community service, including pre-apprenticeships and Registered Apprenticeships, along with supportive services, for underrepresented populations in clean energy and climate mitigation, to connect participants to high quality jobs in those growing sectors.

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No additional questions or comments were presented from the members. Item closed.

## **7. SFWIB Finance and Efficiency Council (FEC)**

The **SFWIB Finance and Efficiency Council (FEC)** Chairman Roth reviewed the FEC Summary, which provided an overview of items discussed during the April 20, 2023 meeting.

### **7A. Information - Finance Reports**

1. **February 2023 Financial Report:** Council members reviewed and discussed the February 2023 Financial Report, including the adjustments and the explanation of significant budget variances.

Staff advised that we are currently following the historical trend for the period. Budget variances include:

- Headquarters expenses are running at 52.4%
- Adult Services are at 40.4%
- Youth Services are at 49%
- Facilities is at 50.8%
- Other Programs & Projects are at 26.7%

Chairman Roth inquired as to whether the expenses are typical for this time of year. Ms. Bennett explained that, at 51.1%, we are comparable to last year. The youth enrollment rate was significantly higher at this time last year (53.3 %), but they are currently managing enrollment difficulties. Adult programs are a bit lower as we were at 46.9% at this time.

2. **Cash Reconciliation:** The Council also reviewed the cash reconciliation report provided for the months of February 2023 and March 2023 and determined all where in alignment.
3. **Fiscal Monitoring Activity Reports:** Staff presented an Internal Fiscal Monitoring Activity Report for Program Year 2022-2023, for the period of February 1 to March 31, 2023. There were three providers monitored on this report. Six findings identified: 1) Arbor had five findings with one being a repeat finding and corresponding disallowance; 2) CAMACOL had five findings with one being a repeat finding (no disallowance); and 3) Community Coalition had only one finding, which was a repeat (no disallowance). The SFWIB Office of Continuous Improvement also issued a management decision letter for



Big Brothers Big Sister, Inc. derived from an OMB review. A Plan of Corrective Actions (POCA) for program year 2022-23 was reviewed and accepted for Community Coalition.

The Chairman of the Board, Mr. Roth, inquired as to how we will ensure the aforementioned issues are resolved. Ms. Bennett advised that each organization would be required to submit a Corrective Action Plan to the Executive Director for approval within 30 days of receiving the report.

4. **SFWIB Audit RFQ Update:** Staff provided an update on the status of the RFP for a new auditing firm. The RFP was re-released on April 3, 2023 due to a failed response. An Offerors' conference was held on April 18th. Final submissions are due by May 15th. Technical responses will be rated at a public meeting of the Finance and Efficiency Council (FEC) to be held on May 25, 2023. Respondents will give formal presentations to the Council at the June 15th meeting, at which time a final selection will be made to the full board for approval.

## **8. SFWIB Global Talent and Competiveness Council (GTCC)**

The **Global Talent and Competiveness Council (GTCC)** Chair, Ms. Ferradaz, reviewed the GTCC Summary, which provided an overview of items discussed during the April 20, 2023 meeting and presented all items for Board approval simultaneously.

### **8A. Approval – New Training Providers and Programs and New Programs for an Existing Training Provider**

Staff completed the review process and recommended Florida International University (FIU) Construction Registered Apprenticeship Program (Solar Energy Technician) and Florida Memorial University Certificate Program (Drone Pilot) for approval as well as the follow new programs for Miami Dade College Registered Apprenticeship Programs:

1. Personal Banking Representative (Alternative Title: Bank Teller)
2. Project Manager

The Council recommends approving all of the apprenticeship and certificate programs.

### **8B. Approval – Florida Memorial University for the Drone Pilot Training Program**

According to Research and Markets, the demand for drone pilots is expected to grow by 51.1 percent over the next five years, with sales projected to reach over \$16 billion by 2030. Career paths for drone pilots is flexible and varies by industry. As such, the SFWIB has been

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presented with an opportunity to partner with Florida Memorial University (FMU) and Miami-Dade County to support the FMU Drone Pilot continuing education training program. The program will enroll and prepare XXX youth for a career in an aviation career pathway.

**8C & 8D. Approval – Allocate Funds for the Summer Youth Internship Program for Miami-Dade Charter Schools and Miami-Dade County Public School District**

This year the Summer Youth Internship Program is partnering with the Miami-Dade County, The Children's Trust, the Educational Federal Credit Union, the Foundation for New Education Initiatives, Inc., and Miami-Dade County Public Schools to recruit up to 300 charter school students and up to 900 youth participants ages 15-18. The program will provide a stipend of \$1,500 and run for five weeks from April 2023 through August 2023 and will assist youth in obtaining needed skills while gaining a better understanding of the workplace by linking participants to employers that will provide work experience and career advice.

**8E & 8F. Approval - Accept and Allocate Funds for the City of Opa-Locka and the City of Miami Gardens Summer Youth Employment Programs**

The City of Opa-Locka and the City of Miami Gardens will again provide general revenue funds for Summer Youth Employment Programs. Each of the municipalities will enroll youth residents between the ages of 15 to 18 and provide summer job placement to receive employability skills training. As part of the partnership the City of Opa-Locka will provide \$50,000 in general revenue funds and the City of Miami Gardens will provide \$150,000 toward the program. The SFWIB will provide matching Temporary Assistance for Needy Families (TANF) funds.

The SYEP participants will earn \$13.88 per hour for a total of 140 hours, 20 of which is for work readiness training. Participating youth will also receive financial literacy training and information related to budgeting and investing.

Youth Co-Op, Inc. will be responsible for administering the program for the City of Opa-Locka and Adult Mankind Organization, Inc. will be responsible for administering the program for the City of Miami Gardens.

Program administration includes payroll, recruitment, job placement, and work readiness training for the SYEP participants. The programs are scheduled to take place beginning June 12, 2023 through August 11, 2023.





#### **8G. Approval - Allocate Funds to Miami-Dade County Public School District for the Summer Youth Pre-Apprenticeship Internship Program**

The Miami-Dade County Public Schools Pre-Apprenticeship Career and Technical Training Program will take place again this year and enroll up to 15 eleventh grade students who are currently participating in the program. Each participant will complete 150 hours and paid \$13.88 per hour. The five-week summer internship opportunity is scheduled to take place June 8, 2023 through July 14, 2023.

Additionally, a certified M-DCPS teacher will be responsible for supervising the students at their worksite and ensuring that the data elements of the grades are placed into the School Board's system. The School Board will hire one certified teacher for seven weeks, beginning June 8, 2023 through August 12, 2023, at a salary of up to \$7,500.00.

#### **8H. Approval - Reallocate Funds from the Closure of the Homestead American Job Center**

The Homestead American Job Center (AJC) is slated to be closed on May 31, 2023. Current Homestead AJC staff will be retained and transferred to the Perrin and West Dade AJCs. An allocation in the amount of \$134,009 will be distributed as appropriate between the AJCs.

#### **8I. Approval - Miami Dade College for Transportation and Logistics Apprenticeship Programs**

In collaboration with Miami Dade College, the SFWIB developed two apprenticeship programs (Transportation & Logistics Specialist and Customs Broker) with two participating employers (JAS Forwarding (USA) Inc. and Bremol, Inc.

JAS Forwarding (USA) Inc. will hire two apprentices and Bremol, Inc. will hire two apprentices for the Storage and Distribution Managers (Alternate Title: Transportation and Logistics Specialist) with a starting wage at \$15.00 per hour, which will be increased to \$16.50 after 1,280 hours have been completed. The SFWIB will provide a 40 percent reimbursement to JAS Forwarding (USA) Inc. and Bremol, Inc, for gross wages, which includes 2,000 hours of OJT.

Additionally, JAS Forwarding (USA) Inc. will hire two apprentices for the Customs Broker Apprenticeship with a starting wage of \$15.00 per hour, which will be increased to \$16.50 per hour at the mid-point of the program. The SFWIB will provide a 40 percent reimbursement to Larkin JAS Forwarding (USA) Inc. for the gross wages, which includes 2,000 hours of OJT.

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Miami Dade College will serve as the Apprenticeship Sponsor for all programs, deliver the related technical instruction, and provide support for other relevant training tools and services to program participants. The Miami-Dade College Works staff will assist with recruitment and administration.

#### **8J. Approval - Miami Dade College for the Teacher Assistant Pre-Apprenticeship Program**

The Miami-Dade College (MDC) Teacher Assistant Pre-Apprenticeship program prepares participants (ages of 18-24 years old) as early childhood education caregivers with a preschool specialization, or provides supplementary training for persons previously or currently employed in these occupations. The program is designed to build a pipeline of talent for teacher assistant careers by providing up to 15 out-of-school youth participants with 24 weeks—and/or 480 hours—of paid work experience, at a wage rate of \$13.88 per hour. Participants will earn a 45-hour industry recognized Department of Children and Families certification and three credit hours from MDC towards a College Credit Certificate. The credentials are stackable and can be counted toward the MDC Early Childhood Education Associate in Science degree should the participant decide to further their education.

**Motion:** Chairwoman Ferradaz presented a motion to items 8A through 8J.  
Seconded by: Mr. Brecheisen and **passed without dissent.**

No further comments or suggestions were submitted from the members. Item closed.

### **9. SFWIB Performance Council**

The **Performance Council** Mr. Mantilla, provided a summary of items discussed during the April 20, 2023 meeting.

#### **1. Information - Balanced ScoreCard Report**

Staff provided an update on the Balance Scorecard which measures the performance of the service providers. The current report is from July 1, 2022 through March 31, 2023, which indicates only one of nine AJC locations is meeting the required 65 percent performance standard.



The Job Placements Year-to-Date summary report for the same period shows the Board has 3,853 job placements, which is 40.2 percent of the minimum standard and 34.1 percent of the maximum standard.

None of the AJC's have met the minimum or maximum YTD Job Placements standard for PY 2022-23.

The service providers will continue implementing their corrective action plans to increase and achieve the 2022-23 performance standards. Staff will continue to monitor and track the effectiveness of the corrective actions while seeking improved performance.

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

Staff provided an update on the Consumer Report Card, which monitors the performance of approved Training Vendors.

The current period of performance from July 1, 2022 through March 31, 2023, indicates the following: \$1, 737,580.68 of wages was generated into the regional economy.

- For every dollar spent on training, the board obtained a return of \$4.01.
- Ninety percent of the training participants completed classroom training.
- Of those completing training, 97 percent have obtained employment with an average wage of \$23.72.
- Eighty-eight percent of the participants were placed in a training-related occupation.
- The net economic benefit per placement is \$3 9,490.47.

## **3. Information – Youth Balanced Score Card Update**

Staff provided an update on the Youth Balance Scorecard. The Scorecard measures the performance of contracted Youth Service providers from July 1, 2022 thru March 31, 2023.

The In-School Youth program exceeded its enrollment standard. The Out-of-School Youth program enrollment performance has been impacted by barriers to education and employment and by environmental factors, such as employment availability with easy entry-level access to higher wages.



A. ISY PERFORMANCE:

- Enrollment Performance: Regional Standard – 159 participants Actual Performance – 297 participants
- Measurable Skills Gains: Regional Standard – 90 percent Actual Performance – 85 percent
- 2nd Quarter After Exit: Regional Standard – 90 percent Actual Performance – 34 percent
- 4th Quarter After Exit: Regional Standard – 90 percent Actual Performance – 33 percent
- Credential Attainment: Regional Standard – 90 percent Actual Performance – 96 percent
- New PWE Enrollment: 40
- Obtained Employment: ND

B. OSY PERFORMANCE:

- Enrollment Performance: Regional Standard – 773 participants Actual Performance – 493 participants
- Measurable Skills Gains: Regional Standard – 90 percent Actual Performance – 76 percent
- 2nd Quarter After Exit: Regional Standard – 90 percent Actual Performance – 32 percent
- 4th Quarter After Exit: Regional Standard – 90 percent Actual Performance – 16 percent
- Credential Attainment: Regional Standard - 90% / Actual Performance - 40%
- New PWE Enrollments: 144
- Obtained Employment: ND

## 8D – Information – WIOA Performance Update

Staff provided an WIOA indicators of performance update. Based on the participant characteristics and the economic characteristics data provided by DEO, the SFWIB is in agreement with the proposed performance levels.

The following strategies have been applied to the SFWIB's operating procedure to ensure compliance and that performance is achieved:



- a. The SFWIB staff finalized and implemented the WIOA Primary Indicators of Performance Tool (IPT), formerly known as the Common Measures Tool, to all Contracted Service Providers.
- b. SFWIB staff modified both the Youth and CareerSource South Florida American Job Centers (AJCs) Balanced Scorecard (BSC) measures to align with the WIOA local negotiated Adult, Dislocated Worker, Youth and Wagner-Peyser programs primary performance indicators for PY 2022-23 and 2023-24.
- c. Staff provided training to all contracted service partners and providers on the utilization of the Reconciliation Tool.
- d. SFWIB is continuing to develop, expand, and support registered apprenticeship programs (RAPs) and registered pre-apprenticeship programs (pre-RAPs) by convening new businesses, related training instruction (RTI) providers, and potential sponsors.
- e. SFWIB continues to develop and expand partnerships with community based organizations (CBO).
- f. Staff propose to conduct monthly performance meetings for all programs.
- g. Staff proposed to meet with each AJC monthly to provide an analysis of their individual performance which includes quality assurance compliance, and programmatic outcomes.
- h. SFWIB strengthened initiatives that promote continuous learning in the areas of workforce services and staff development using a comprehensive approach to meet desired performance outcomes.

As a result of these practices, LWDA 23's Indicators of Performance for the PY 2022-23 report from the Department of Economic Opportunity shows that 13 out of 18 indicators of performance at the end of Q2 have either been met or exceeded at the negotiated rates established on July 6, 2022.

Being as there were no further questions or concerns, the SFWIB Meeting adjourned at 10:59am.



## CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Charles A. Gibson, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource South Florida and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: The SFWIB and The School Board of Miami Dade County  
Contractor Name & Address: The School Board of Miami Dade County; 1450 N.E. 2nd Ave; Miami FL 33132  
Contractor Contact Phone Number: \_\_\_\_\_  
Contract Number or Other Identifying Information, if any: TBD  
Contract Term: April 1, 2023 to September 30, 2023  
Value of the Contract with no extensions or renewals exercised: \$1,500,000.00  
Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_  
Description of goods and/or services to be procured: TANF Summer Youth Internship Program  
Method of procurement for the goods and/or services to be procured: \_\_\_\_\_  
Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Rene Mantilla

The nature of the conflicting interest in the contract: MDCPS high-level management employee

The board member or employee with the conflict of interest ☒ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract

I certify that the information above is true and correct.

  
Signature of Board Chair / Vice Chair\*

Charles A. Gibson

Print Name

4/20/23  
Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

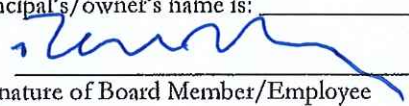
**DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Rene Mantilla, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (circle one or more) could benefit financially from the contract described below:  
Local Workforce Development Board: South Florida Workforce Investment Board dba CareerSource South Florida  
Contractor Name & Address: The School Board of Miami Dade County; 1450 N.E. 2nd Ave.; Miami, FL 33132  
Contractor Contact Phone Number: \_\_\_\_\_  
Description or Nature of Contract: TANF Summer Youth Internship Program  
Description of Financial Benefit\*: \_\_\_\_\_

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

☒ have no relative who is a member of the board or an employee of the board; OR  
☐ have a relative who is a member of the board or an employee of the board, whose name is: \_\_\_\_\_

The contractor's principals\*\*/owners\*\*\* is \_\_\_\_\_ is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

  
Signature of Board Member/Employee

Rene Mantilla  
Print Name

Date 7/20/23

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.



## CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Charles A. Gibson, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource South Florida and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: The SFWIB and The School Board of Miami Dade County  
Contractor Name & Address: The School Board of Miami Dade County; 1450 N.E. 2nd Ave; Miami FL 33132  
Contractor Contact Phone Number: \_\_\_\_\_  
Contract Number or Other Identifying Information, if any: TBD  
Contract Term: April 1, 2023 to September 30, 2023  
Value of the Contract with no extensions or renewals exercised: \$500,000.00  
Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_  
Description of goods and/or services to be procured: TANF Summer Youth Internship Program Charter School  
Method of procurement for the goods and/or services to be procured: \_\_\_\_\_  
Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Rene Mantilla

The nature of the conflicting interest in the contract: MDCPS high-level management employee

The board member or employee with the conflict of interest ☒ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract

I certify that the information above is true and correct.

  
\_\_\_\_\_  
Signature of Board Chair / Vice Chair\*

Charles A. Gibson

Print Name

Date

4/20/23

\* Must be certified and attested to by the board's Chair or Vice Chair.

**DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Rene Mantilla, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_

(circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: South Florida Workforce Investment Board dba CareerSource South Florida  
Contractor Name & Address: The School Board of Miami Dade County; 1450 N.E. 2nd Ave.; Miami, FL 33132

Contractor Contact Phone Number: \_\_\_\_\_

Description or Nature of Contract: TANF Summer Youth Internship Program Charter Schools

Description of Financial Benefit\*: \_\_\_\_\_

For purposes of the above contract the following disclosures are made: The

contractor's principals\*\*/owners\*\*\*: (check one)

☒ have no relative who is a member of the board or an employee of the board; OR

\_\_\_\_\_ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals\*\*/owners\*\*\* is \_\_\_\_\_ is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

Signature of Board Member/Employee

Rene Mantilla  
Print Name

Date

4/20/23

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

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Identification of all parties to the contract: The SFWIB and The School Board of Miami Dade County  
Contractor Name & Address: The School Board of Miami Dade County; 1450 N.E. 2nd Ave; Miami FL 33132  
Contractor Contact Phone Number: \_\_\_\_\_  
Contract Number or Other Identifying Information, if any: TBD  
Contract Term: June 8, 2023 to August 12, 2023  
Value of the Contract with no extensions or renewals exercised: \$7,500.00  
Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_  
Description of goods and/or services to be procured: Pre-Apprenticeship Program  
Method of procurement for the goods and/or services to be procured: \_\_\_\_\_  
Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Rene Mantilla

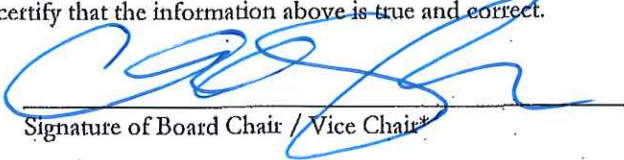
The nature of the conflicting interest in the contract: MDCPS high-level management employee

The board member or employee with the conflict of interest ☒ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. **If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

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- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract

I certify that the information above is true and correct.

  
Signature of Board Chair / Vice Chair\*

Charles A. Gibson

Print Name

4/20/23  
Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

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CONFLICT OF INTEREST IN A CONTRACT**

I, Rene Mantilla, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_

(circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: South Florida Workforce Investment Board dba CareerSource South Florida  
Contractor Name & Address: The School Board of Miami Dade County; 1450 N.E. 2nd Ave.; Miami, FL 33132

Contractor Contact Phone Number: \_\_\_\_\_

Description or Nature of Contract: Pre-Apprenticeship Program

Description of Financial Benefit\*: \_\_\_\_\_

For purposes of the above contract the following disclosures are made: The

contractor's principals\*\*/owners\*\*\*: (check one)

☒ have no relative who is a member of the board or an employee of the board; OR

\_\_\_\_\_ have a relative who is a member of the board or an employee of the board, whose name is: \_\_\_\_\_

The contractor's principals\*\*/owners\*\*\* is \_\_\_\_\_ is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_



Signature of Board Member/Employee

Rene Mantilla

Print Name

Date

4/20/23

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

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