



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD MEETING MINUTES

DATE/TIME: August 17, 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

- CALL TO ORDER:** Chairman Gibson called to order the regular meeting of the South Florida Workforce Investment Board at 9:36AM on August 17, 2023.

ROLL CALL: 29 members; 14 required; 15 present: Quorum Established

<p>SFWIB Members Present</p> <ol style="list-style-type: none"> Brecheisen, Bruce Bridges, Jeff Brown, Clarence Canales, Dequasia (Zoom) Chi, Joe Datorre, Roberto Ferradaz, Gilda Garza, Eddie (Zoom) Gibson, Charles, Chair Glean-Jones, Camela (Zoom) Grice, Sonia Mantilla, Rene' Perez, Andy (Zoom) Piedra, Obdulio Roth, Tom Scott, Kenneth (Zoom) 	<p>SFWIB Members Absent</p> <ol style="list-style-type: none"> Androver, Bernado Clayton, Lovey del Valle, Juan-Carlos, Vice Chair Diggs, Bill Gazitua, Luis Lampon, Brenda Lincoln, Michelle Maxwell, Michelle Rod, Denis <p>SFWIB Members Excused</p> <ol style="list-style-type: none"> Loynaz, Oscar, MD Rolle, Andrei 	<p>SFWIB Staff</p> <ol style="list-style-type: none"> Beasley, Rick Bennett, Renee Kelly, Travis Morgan, Ebony Perrin, Yian Smith, Robert <p>SFWIB Administration</p> <ol style="list-style-type: none"> Almonte, Ivan Cubillo, Jorge McFarland, Casandra <p>Miami-Dade County Attorney's Office Gallo, Melissa, MDC Attorney's Office</p>
<p>Guest Attendees</p>		
<ol style="list-style-type: none"> Lopez, Vanessa, Big Brothers Big Sisters of Miami Ortiz-Velazquez, United Way (Zoom) Perez, Christopher, The Academy (Zoom) Someillan, Ana, Adult Mankind 		

Agenda items are displayed in the order they are discussed.



2A. Approval of SFWIB Meeting Minutes – June 15, 2023

Chairman Gibson presented agenda item 2A SFWIB Meeting Minutes – June 15, 2023 for review and discussion.

No questions, comments, or changes were presented.

Motion: Ms. Ferradaz presented a motion to approve the South Florida Workforce Investment Board meeting minutes – June 15, 2023.

Seconded by: Mr. Piedra 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.

5. Executive Directors Report

Mr. Beasley delivered the Executive Director's Report, which covered the following federal, state, and local issues in brief:

- Federal Appropriation
- State - Child Care Stabilization Grants
- Local Miami-Dade County Job Fairs

6. SFWIB Executive Committee

Vice-Chairman del Valle reviewed the Executive Committee Summary, which provided an overview of items discussed during Executive Committee meetings held on Thursday, July 13 and August 3, 2023.

6A. Information – Florida Workforce System Transformation Plan Overview

Staff provided details regarding the Florida Workforce System Transformation Plan, which streamlines and modernizes the state's workforce system for better alignment and accountability.



The Reimagining Education and Career Help (REACH) Act, plan focuses on three pillars: Alignment and Consolidation, System-wide Improvements and Regional Planning. Feedback during an Alignment Evaluation phase in 2022 - 2023 resulted in the CareerSource Florida Board approving two additional transformation strategies – System-wide Improvements and Regional Planning.

Implementation of the plan is currently underway increasing collaboration among economic, educational, and governmental agencies; enhance services, a more effective use of resources, and strengthening the state and local economies.

6B. Information – Alignment & Consolidation Allocation for Region 23

In May 2023, the Governor confirmed the recommendation provided by the CareerSource Florida Board of Directors to realign and consolidate 10 local workforce development areas as outlined in the Florida Workforce System Transformation Plan.

As a result, significant local actions will have been taken to ensure Florida is transitioning from 24 to 21 local workforce development areas and boards by June 30, 2024.

6C. Approval – CareerSource Florida Recommended 2023-24 In-State Allocations

In an effort to improve efficiencies and meeting flow, SFWIB staff are seeking to streamline the current agenda format to a speedier, Consent format.

The consent format will group routine meeting discussion points, such as funding allocations and accepting new funding, into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

Motion: Ms. Ferrez presented a motion to approve.

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

When grouping multiple items, a procedure will be in place to facilitate further discussion or remove an item from consideration. Additionally, Mr. Beasley advised us that the consent agenda methodology is identical to that of Miami-Dade County.

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



6D. Approval – External Independent Audit Firm

Staff released a Request for Qualifications (RFQ) for External Independent Audit Services to the public on February 3, 2023. A Technical Public Review Forum was held on June 15, 2023; and Public Review Interview Forum was held on June 22, 2023, where respondents' technical and interview scores were disclosed.

The highest scoring respondent was BCA Watson Rice LLP and was voted unanimously by the Council as the winning respondent to provide the solicited audit services. The council is recommending the board authorize staff to negotiate a contract with BCA Watson Rice, LLP.

Motion: Mr. Roth presented a motion to approve.

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

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

6E. Approval – New Board Members

WIOA requires local boards to fill each vacancy as required by law and policies in a timely manner. During this morning's meeting, staff provided an overview of the recommended candidates for the education and business membership categories. The council is requesting the board approve the candidate, David Whitaker, CEO, Greater Miami Convention and Visitors Bureau, to recommend to Mayor Daniella Levin-Cava for appointment.

Motion: Mr. Piedra presented a motion to approve.

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

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

6F. Approval – Allocate Funds to Reimburse the Florida Department of Commerce (formerly DEO)

For the period of November 16, 2020 to September 1, 2021, the Department of Labor performed a desk review that uncovered six compliance issues and questioned expenditures totaling \$14,826,812. On February 22, 2023, the Florida Department of Commerce issued a response to the aforementioned report. The responses provided by Florida Commerce were adequate in resolving five out of the six findings.



The single unresolved finding indicates that CSSF was unable to provide supporting documentation for employed worker participants' eligibility for programs and services. In the absence of corroborating documentation, USDOL is declining to reimburse the \$116,615 training expense.

Staff is requesting authorization to reimburse the Florida Department of Commerce for the identified disallowed cost using unrestricted (non-federal) funds. Processes have been implemented to reduce the likelihood reoccurrence.

Motion: Mr. Piedra presented a motion to approve.
Seconded by: Ms. Ferradaz and **passed without dissent.**

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

6G. Approval - Amended and Restated SFWIB Bylaws

Staff updated the existing SFWIB Bylaws to ensure compliance and alignment with the Workforce Innovation and Opportunity Act and state policy. Mr. Beasley advised the Board that prior to Mayor Cava's approval, the bylaws would undergo a review process by the Miami-Dade County Attorney's Office. Any proposed modifications may be incorporated into the final iteration of the document.

Restated motion: Mr. Piedra moves to approve the revised version of the SFWIB Bylaws, which have highlighted modifications and were presented to the Executive Committee and the full board.
Seconded by: Ms. Ferradaz and **passed without dissent.**

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 August 17, 2023 meeting.

7A. Information - Finance Reports

June 2023 Financial Report: Ms. Bennett advised that the financial statements attached to this report reflect the soft closing for the period ending June 30, 2023. The overall expenditures are in line with our expectations, as predicted by the annual trends.
No additional questions or comments were presented from the members. Item closed.

Minutes Prepared by: Ebony Morgan
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7B. Approval – Accept Workforce System Funding

SFWIB staff received several Notices of Fund Availability (NFA) from the Florida Department of Commerce of the State of Florida, totaling of \$338,458.41.

The NFAs are for various workforce programs for Workforce Development Area 23 to operate employment and training services.

Motion: Mr. Piedra presented a motion to approve.

Seconded by: Ms. Canales and **passed without dissent.**

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

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 August 17, 2023 meeting.

8A. Informational – Early Learning Coalition Early Childhood Apprenticeship Program Update

Mr. Beasley delivered a concise update regarding the program's progression, which the Board approved on June 30, 2022. Moreover, he disclosed that the wages for the participants has been increased from \$15.28 to \$15.81 and reduced the number of active participants. The Board will absorb and funds that are not utilized; however, CSSF staff is still recruiting for the program.

Chairwoman Ferradaz advised that the Global Talent and Competitiveness Council did not have quorum. Items passed via consensus of members present and are recommended to the Board for approval.

8C. Approval – Supportive Services Matrix

SFWIB currently provides supportive services to participants such as transportation, housing, ancillary expenses, and childcare to aide them in reaching economic self-sufficiency. Due to the increasing costs associated with the cost of living, SFWIB staff is proposing to increase the current limits of support services and incentives as detailed in the Support Services Matrix.

Motion: Mr. Roth presented a motion to approve.



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

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

8D. Approval – Self-Sufficiency Policy

Staff created a policy to provide guidance and establish the economic self-sufficiency standard for Miami-Dade and Monroe Counties under WIOA. This standard will be used when determining eligibility to provide WIOA Individualized Career and Training Services to unemployed and employed individuals.

An individual must show that they could not obtain or retain employment that leads to economic self-sufficiency.

Motion: Mr. Scott presented a motion to approve.

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

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

8E. Approval – Self-Attestation Policy

Mr. Beasley elaborated that self-attestation could be utilized as a means of advancing the case in any circumstance where it becomes challenging for a constituent to provide documentation. This carries significance in situations whereby former educational institutions have ceased operations or other vital documentation may be no longer accessible.

Motion: Mr. Piedra presented a motion to approve.

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

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

8F. Approval – Amerant Bank Personal Banking Representative Apprenticeship Program

Miami-Dade College's registered apprenticeship program for the Personal Banking Representative is designed to provide participants with valuable banking experience in tasks such as filing and maintaining customer records, reconciling teller drawers, and handling bank transfers.



Participants will participate in the on-the-job training component with Amerant Bank and Miami Dade College will conduct the related technical instruction for the program. The MDC Works staff will assist with recruitment efforts.

Motion: Mr. Piedra presented a motion to approve.

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

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

8G. Approval – Apprentice Navigators

SFWIB staff recommends funding two apprenticeship navigators to help promote the value of the programs to businesses, education providers, and associations in the local workforce area. Apprenticeship navigators convene businesses, related training instruction providers, and potential sponsors in order to recruit and establish new apprenticeship and pre-apprenticeship programs.

Motion: Mr. Mantilla presented a motion to approve.

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

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

9. SFWIB Performance Council

The **Performance Council** Chair, Ms. Canales, reviewed the Performance Council Summary, which provided an overview of items discussed during the August 17, 2023 meeting.

9A. Information – REACH Act Performance Update

Florida's Reimagining Education and Career Help (REACH) Act of 2021 outlines the criteria for assigning a letter grade to each local workforce development board (LWDB).

The Board received a 94.80 rating for Quarter 3, which equates to an assigned letter grade of "A". The assigned letter grade "A" ranks the Board 7th in the state amongst the 24 local boards.

Staff will continue to implement new strategies and local monitoring tools to increase the letter grade for Quarter 4 and future quarters to come.

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



9B. Information – WIOA Performance Update

Staff received the latest update regarding the Indicators of Performance for the PY 2022-2023 3rd Quarter performance. Currently, the board is meeting or exceeding 16 of the 18 measures, which is an increase from the 2nd Quarter performance in which board met only 13 of the 18 measures.

In an effort to ensure the required performance goals for Q4 are met for PY 2022-2023, SFWIB staff has placed an emphasis on the WIOA Dislocated Worker, Employed 2nd Quarter after Exit and Employed 4th Quarter After Exit measures.

The increase from Q2 to Q3 is attributed to the implementation of the WIOA performance strategies set by SFWIB staff. SFWIB staff is currently working to meet or exceed all 18 of the Q4 measures for PY 2022-2023.

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

9C. Information – One Stop Operator RFP Update

On June 5, 2023, staff issued an RFP for a One Stop Operator. Because of the RFP's lack of success, staff issued a revised RFP on July 27, 2023. In the event of success, staff will propose a new One Stop Operator; in the event of failure, we have initiated the process of renewing the existing temporary authorization to serve as the One Stop Operator.

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

9D. Information – The Mayor's Career & Job Fair Series Update

Staff provided an update on the Mayor's Career & Job Fair Series that began in February 2022 with over 26 of the county departments participating. Each county department conducts same-day on-site interviews and background screenings of candidates.

To date, the job fair series has attracted over 6,970 job seekers and resulted in 956 subsequent job offers.

In addition to the monthly events for all of the departments, two specialized recruitment events are held for the Regulatory & Economic Resource (RER) and Miami-Dade Police Departments (M-DPD).



- The RER event took place in March 2023 at their location in Tamiami, where a total of 70 candidates attended, 24 of whom received contingent job offers.
- The M-DPD event took place at the Samuel K. Johnson Youth Center in April 2023, where a total of 229 candidates attended, 37 of whom received conditional job offers.

The next event in the series will be held on Wednesday, August 23, 2023 at the Dennis C. Moss Cultural Arts Center.

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

9E. Information– Adult Balance Scorecard Report

Staff provided an update on the Workforce Services Balance Scorecard which measures the performance of the service providers. The current report is from July 1, 2022 through June 30, 2023, which indicates only one of the ten AJC/CareerSource center locations are meeting the required 65 percent performance standard.

The Job Placements Year-to-Date summary report for the same period shows the Board has a total of 5,576 job placements, which is 43.6 percent of the minimum standard and 37.1 percent of the maximum standard.

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

Staff has revised several local tools to help improve service delivery and ensure alignment with the WIOA local negotiated Adult, Dislocated Worker and Wagner-Peyser programs primary performance indicators for PY 2023-24.

The service providers will continue implementing their corrective action plans to increase and achieve the performance standards for PY 2023-24. Staff will continue to monitor and track the effectiveness of the corrective actions and program performance.

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

9F. 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 June 30, 2023.



The In-School Youth program exceeded its enrollment and measurable skills gains standards. The program recorded 193 credential attainments for PY 2022-23. Although the ISY program did not meet the WDA 23 Youth Education and Employment Rate for the 2nd and 4th Quarter After Exit outcome, the program exceeded the state required outcomes as documented by the Florida Department of Commerce (Florida Commerce) indicators of performance.

The Out-of-School Youth (OSY) Program enrollment performance was impacted by the local labor environment that showed fewer participants enrolling in training and an unemployment rate that was lower than the national average. However, the OSY program was still able to achieve 338 new obtained employments and 87 new training enrollments, while also exceeding the state required outcomes as documented by the Florida Commerce indicators of performance.

Youth service providers will continue to implement their corrective action plans to increase performance numbers; and staff will continue to monitor the progress of the corrective actions and track any increase in program performance.

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

9G. Information – Consumer Report Card Update

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

The performance program year 2022-2023, dated July 1, 2022 through June 30, 2023, indicates the following:

- \$3,278,608.96 of wages was generated into the regional economy.
- For every dollar spent on training, the board obtained a return of \$3.34.
- Seventy-eight percent of the training participants completed classroom training.
- Of those completing training, 70 percent have obtained employment with an average wage of \$23.81.
- Eighty-eight percent of the participants were placed in a training-related occupation.
- The net economic benefit per placement is \$38,123.36.

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



5B. Take Stock in Children Presentation

Mr. Beasley welcomed Ms. Vanessa Lopez, the Director of Continuing Education for Big Brothers Big Sisters of Miami, who was scheduled to provide an update on the Take Stock in Children Program.

Being as there were no further questions or concerns, the SFWIB Meeting adjourned at 11:42am.