



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD MEETING MINUTES

DATE/TIME: February 22, 2024, 9:30am

LOCATION: ARPEC School/UA Local 725 Pipefitters
 Large Conference Room
 13201 N.W. 45th Avenue
 Opa Locka, FL 33054

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 9:38AM on February 22, 2024.

ROLL CALL: 28 members; 15 required; 15 present: Quorum established

<p>SFWIB Members Present</p> <ol style="list-style-type: none"> Bridges, Jeff (Zoom) Brown, Clarence (Zoom) Chi, Joe (Zoom) Clayton, Lovey Datorre, Roberto (Zoom) del Valle, Juan-Carlos, Vice Chair Gibson, Charles, Chair (Zoom) Glean-Jones, Camela Grice, Sonia Lampon, Brenda (Zoom) Loynaz, Oscar, MD Mantilla, Rene' Perez, Andy (Zoom) Piedra, Obdulio (Zoom) Scott, Kenneth 	<p>SFWIB Members Absent</p> <ol style="list-style-type: none"> Androver, Bernado Diggs, Bill Garza, Eddie Lincoln, Michelle Commissioner Maxwell, Michelle Gazitua, Luis Rod, Denis Whitaker, David <p>SFWIB Members Excused</p> <ol style="list-style-type: none"> Brecheisen, Bruce Canales, Dequasia Ferradaz, Gilda Rolle, Andrei Roth, Tom 	<p>SFWIB Staff</p> <ol style="list-style-type: none"> Beasley, Rick (Zoom) Bennett, Renee Morgan, Ebony Parson, Robert Perrin, Yian Petro, Basil Smith, Robert Vice, Karlisha Washington, Jarvis Valdivia, Diana <p>SFWIB Administration</p> <ol style="list-style-type: none"> Almonte, Ivan Cubillo, Jorge Curry, William McFarland, Casandra <p>Miami-Dade County Attorney's Office Greaves, Shanika, MDC Attorney's Office Gallo, Melissa, MDC Attorney's Office</p>
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Guest Attendees
<ol style="list-style-type: none">1. Allison, Carshena, BCA Watson Rice, L.L.P.2. Alexis, Carl, Youth Co-Op, Inc.3. Daes, Monica, CSSF, West Dade4. Lugines, Julie, Balsera Communications5. Perez, Christopher, The Academy6. Urdaneta, Mary, AMEPower

Chairman Gibson delegated the facilitation of the meeting to Vice-Chairman del Valle since he was physically present at the meeting.

Agenda items are displayed in the order they are discussed.

2. Public Comments

Public comments should be two minutes or less.

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

4A. Executive Directors Report

Mr. Beasley began his report by sharing that he is not attending in person today because he is participating in the launch of Opportunity Miami's newest initiative, which is geared toward advancing educational goals in Miami-Dade County. Attending and participating in the event are each of the Presidents of the Academic Leaders Council.

In addition, he provided an update on the Youth Building Academy kick-off meeting held in Washington, DC earlier in the month. The goal is gain knowledge of business practices that support the improvement of community services for the youth of Miami-Dade County. Finally, he shared a major announcement advising the board of a 1.2 million dollar award to establish an American Job Center at the Miami-Dade County downtown location.

No further questions or comments were presented. Item closed.

5. Community Presentations

Vice-Chairman del Valle introduced the item; Ms. Mary Urdaneta of AMEPower for a presentation to Board.



She emphasized the crucial role of energy conversion in the field of electrification and its impact on different sectors such as mass transportation, renewable energy, electric vehicles, industrial equipment, and the defense sector. She also highlighted the exponential growth and diverse market reach of their business and concluded by stating that energy conversion is the key to their sustainable future.

The discussion focused on the need for increased collaboration with Career Source to foster workforce development and generate additional employment prospects at the local level. Supporting these efforts requires specialized talent in areas such as electric railroads, electric vehicles, solar panels, and turbines, where specialized expertise was and remains critical.

Ms. Urdaneta concluded by discussing the impact of the Building Pathways to Growth Apprenticeship Program, a collaboration between AMEPower and CSSF. The program's beneficiaries offered testimonies regarding the significance of the experience in advancing their careers.

No further questions or comments were presented. Item closed.

6. Consent Agenda Items

Vice-Chairman del Valle introduced the two consent agenda items and asked for a motion for items 6A through 6B.

Motion: Mr. Chi presented a motion to approve.

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

No further questions or comments were presented. Item closed.

7. Executive Committee Update

Vice-Chair del Valle provided an overview of the items discussed during the January 11th and February 8, 2024 Executive Committee meetings, which includes the following:

- **Governance Agreement.** In 2023, CareerSource Florida approved the realignment of the current workforce system and consolidated the number of boards from 24 to 21. As a part of that process, Monroe County (Region 23) has been realigned with the Southwest Region (LWDB 24).



Because of this transition, the SFWIB must terminate its existing Interlocal Agreement and establish a new Governance Agreement that will exclusively apply to the SFWIB and Miami-Dade County.

For the board's convenience, the agenda item cover page delineates the sections included in the agreement and emphasizes key points. A draft copy of the agreement is being presented to the board, pending further review by the Miami-Dade County Attorney's office. Once finalized, the agreement will be brought back to the Board for approval before it is submitted to the Board of Miami-Dade County Commissioners for approval.

The following items have been discussed and recommended for approval by the Executive Committee. They will be reviewed in detail during the "Action Items" segment of today's agenda.

- **South Florida Workforce Board Bylaws.** The amended and consolidated bylaws were submitted to the board for review in August 2023. The Miami-Dade County Attorney's Office completed its evaluation of the bylaws in December, after which they were formally submitted to the Executive Committee for approval in January 2024.
- **Approval to Serve as the One-Stop Operator.** SFWIB staff requested that CareerSource Research Coast conduct a competitive procurement process on its behalf, in accordance with CareerSource Florida Administrative Policy 097. The bid was prepared and submitted by staff on January 16, 2024. On January 31st, SFWIB was notified of its selection as the successful respondent.
- **Approval of several policies to ensure the highest standards of ethics and transparency.** The Executive Committee reviewed and approved several policies to ensure the highest standard of conduct amongst SFWIB staff. The list of policies included: The Conflict of Interest & Code of Ethics Policy, Mandatory Disclosure of Violations of Criminal Law Policy, Whistle-blower Policy and the Lobbying Prohibition Policy.

8. SFWIB Finance and Efficiency Council Update

In lieu of Chairman Roth's absence, Ms. Bennett reviewed the FEC Summary, which includes the following items which were discussed during today's Finance & Efficiency Council Meeting.



- The six months of the new fiscal year appears to be outpacing the same period last year overall by approximately seven percent. The projected expenditure rate for six-month period is 50 percent. The actual expenditure rate is 36.5 percent.
- The cash reconciliation report for December 2023 and January 2024 were reviewed and appeared to be in alignment.
- Following a review of finances, the Council discussed the Fiscal Monitoring Activity Report for December 1 through January 31, 2024. Staff completed a review of youth provider Community Coalition and the review revealed no findings or disallowances, only observations. Additional information regarding the observations are detailed in the report, which is in your agenda packets.

The following items have been discussed and recommended for approval by the FEC. They will be reviewed in detail during the “Action Items” segment of today’s agenda.

- **Workforce System Funding:** The Council discussed the acceptance of additional workforce system funding in the amount of \$1,957 for veterans/disabled veterans was discussed.
- **SFWIB Fiscal Year 2022-2023 Agency-wide Audit Report:** BCA Watson Rice has recently concluded the audit, which included an in-depth examination of internal controls and compliance with applicable laws and regulations. The audit results will be presented to the board by Ms. Carshena Allison, a partner at BCA Watson Rice, later in the meeting.

No questions or comments were presented. Item closed.

9. Global Talent and Competiveness Council Update

In lieu of Chairwoman Ferradaz’s absence, Mr. Smith reviewed the Global Talent and Competiveness Council Summary, which provided an overview of the following items discussed during this morning’s meeting, all of which are listed under the “Action Items” segment of the agenda for approval:

- **The Addition of New Standard Occupational Classification Codes (SOC)**

The Council discussed the addition of a new Standard Occupational Classification (SOC) to the region’s Demand Occupation List. Staff presented two training providers, Hollywood Career Institute and Miami Dade College who would like to add five programs all under the medical field.



- **Revisions to the Individual Training Account Policy.** The policy guides SFWIB Center operators and Training Providers in the administration of an ITA. There were a number of revisions to this policy, a complete list of them can be found in the agenda under the action items section of this agenda.
- **New Temporary Assistance to Needy Families Work & Pre-Penalty Policy.** The policy provides staff guidance on the requirements for serving individuals who have been deemed as non-compliant Welfare Transition participants in the Temporary Assistance for Needy Families (TANF) Program. Specific highlights include:
 1. Requiring participants to engage in countable core and core plus work activities for up to 40 hours per week.
 2. Exceptions to non-compliance.
 3. Penalties for non-compliance which can last from 10 days to three months or longer depending on the amount of time it takes an individual to comply with the work activities or ARP requirements.
- **Approval of Modification to the Supportive Services Matrix.** The policy provides guidance on supportive services that may be available to participants to assist with barriers to employment and training. Policy changes include:
 1. An increase to the amount paid for Drug Test & Physical Exams from \$150 to \$300 per year.
 2. An increase in the amount paid for Occupational Licenses / Certificates from \$250 per year to up to \$2500 per WIOA application.

No questions or comments were presented. Item closed.

10. Performance Council Update

In the absence of Chairwoman Canales, Mr. Rene Mantilla reviewed the Performance Council Summary, which provided an overview of the following items discussed during this morning's meeting:

Staff provided an update on the newly released Reimagining Education and Career Help (REACH) Act Program Year 23-24 Quarter 1 performance numbers. The SFWIB has received the highest rating out of all 24 Local Workforce Development Boards (LWDBs) with a 98.27 rating (A+).



Additionally, the Council was provided an update of the Common Measures Tool and our region's current performance. The tool indicates that in the first quarter of this year, our region met or exceeded all of the performance measures. Based on information from the common measures tool, staff has identified areas in the 2nd and 4th quarters in which individuals need to be engaged in order to meet negotiated performance indicators.

Please keep in mind that our performance is judged in the 2nd and 4th quarters; yellow boxes serve as a reminder of areas to focus on before the next performance period.

Our next topic of discussion was the Workforce Services Balance Scorecard for the current period from July 1, 2023 through January 31, 2024. The scorecard reflects a total of 4,595 participants have been placed in unsubsidized employment and two of the nine Career Center locations achieved the required 65 percent performance measures standard.

In an effort to provide additional technical assistance to provider staff, SFWIB staff has continued to hold monthly focus group meetings across all funding streams as a strategy to ensure the measures are met for the 2023-24 program year. Staff will also use the Common Measures Tool for the balanced scorecard employment report projections for the 1st, 2nd, 3rd and 4th quarters after exit.

The Youth Balance Scorecard showed that In-School Youth Programs exceeded the enrollment standard by enrolling 277 participants and the Out-of-School Youth (OSY) program's enrollment performance is on target to meet its goal of 747 participants by the third quarter, which ends on March 31, 2024.

To ensure the youth service providers meet their performance goals, staff has revised the scorecard to align with the WIOA negotiated primary performance indicators and has enhanced the oversight and performance management for the current program year.

Lastly, the Council reviewed the Consumer Report Card, which reflects that 72 of the 79 participants that have enrolled in training during the current period, have completed their program. Of those that have finished their program, 28 are employed, 19 of which are in the field they were trained in. Both the training and service providers are working together to ensure the seven remaining participants are placed in unsubsidized employment.

Details regarding the average cost to train, the return on investment, and wages generated as a result of our programs are available for review in your agenda packet.

No questions or comments were presented. Item closed.



11. Action Items

Vice-Chairman del Valle reviewed agenda items 11A – 11K, providing an opportunity to allow members an opportunity to pull any item for further discussion and review.

Items pulled for further discussion:

- 11B: One-Stop Operator Update
- 11K: SFWIB Fiscal Audit Approval

The following items are submitted concurrently for review and approval:

- 11A: SFWIB Bylaws
- 11C: CSSF Conflict of Interest & Code of Ethics Policy
- 11D: CSSF Mandatory Disclosure of Violations of Criminal Law Policy
- 11E: CSSF Whistleblower Policy
- 11F: CSSF Lobbying Protection Policy
- 11G: 2023-2024 WDA Demand Occupations List (TOL) Addition
- 11H: CSSF ITA Policy Revisions
- 11I: CSSF Pre-Penalty Counseling and Work Penalties
- 11J: Support Services and Incentives Matrix

Motion: Mr. Chi presented a motion to approve.

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

11B. One Stop Operator

Mr. Perez expressed concern with the one-stop operator update and its potential financial impact on the region. After thoroughly discussing the matter at the FEC meeting, Mr. Perez informed Mr. Beasley of his intention to pull the item at the full board meeting to ensure members have a chance to gain a more comprehensive understanding and pose any necessary questions.

Mr. Beasley explained the role of the one-stop operator, which would be a system overseeing the career centers and its compliance with federal guidance and performance requirements. He detailed the process of initiating RFPs for outside entities to apply for the role, but due to several failed attempts, the board decided to bid as the operator itself.



Mr. Jarvis Washington will be the OSO Coordinator for the agency once approved. His duties will be segregated from the program staff and report directly to the Executive Director.

Motion: Mr. Scott presented a motion to approve.
Seconded by: Mr. Mantilla and **passed without dissent.**

11K. SFWIB Fiscal Audit Approval

Vice-Chairman del Valle introduced the item; Ms. Carshena T. Allison, Managing Partner, BCA Watson Rice, L.L.P. further presented.

The Auditor's Report is clean with no findings. The auditor's Management letter, as required by the Auditor General of the State was also provided to the Board for review. The presentation was provided in advance of the meeting and is a part of the February 22, 2024 SFWIB Finance and Efficiency Council Meeting agenda packet for additional review.

Ms. Allison discussed GASB 96, which pertains to long-term IT subscriptions; a recommendation was presented about considering offsite backup and reviewing access controls. The audit found no significant or material impacts on the financial statements.

Motion: Mr. Bridges presented a motion to approve.
Seconded by: Mr. Chi and **passed without dissent.**

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

Next Meeting

The next SFWIB meeting is scheduled to take place on April 18, 2024. Location TBD. Notifications will be forwarded to all members in advance of the session.

Being as there were no further questions or concerns, the SFWIB Meeting adjourned at 10:43am.