



WORKFORCE SYSTEMS IMPROVEMENT (WSI) COMMITTEE

AGENDA ITEM NUMBER: 2A

DATE: December 19, 2013, 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

October 17, 2013 at 8:00am
 Doubletree by Hilton Miami Airport
 Convention Center, 2nd Floor
 711 NW 72nd Avenue
 Miami, Florida 33126

| COMMITTEE MEMBERS IN ATTENDANCE | COMMITTEE MEMBERS NOT IN ATTENDANCE | OTHER ATTENDEES |
|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Fils-Aime, Sr., Daniel– <i>Chair</i> 2. DuBois, Victoria 3. Huston, Albert 4. Socorro, Ivonne 5. Manning, Anne | 6. Arboleda, Carlos 7. Garza, Maria SFW STAFF Almagro, Olivia Hernandez, Juan | Battle, Jorge - <i>Arbor</i> Dorwin, Raymond – <i>UNIDAD of Miami Beach</i> Gavira, Beatriz – <i>SER Jobs for Progress, Inc.</i> Gonzalez, Ana M. – <i>City of Hialeah</i> Mitchell, Carlana – <i>Miami-Dade County Public Schools</i> Morales, Maria – <i>ARBOR E& T</i> Shebadeh, Jessica – <i>Transition, Inc.</i> Someillan, Ana – <i>Adult Mankind Organization (AMO)</i> St. Jean, Donard – <i>Dade Institute of Technology</i> Townsend, Alice – <i>Transition, Inc.</i> Zeno, Miriam – <i>SER Jobs for Progress, North Miami Beach</i> |

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Committee Chairman Daniel Fils-Aime called the meeting to order at 8:15am, welcomed all those present, asked the members to introduce themselves and noted that a quorum had not been achieved.

3. Information- Refugee Employment and Training Contractors Performance Overview

Mr. Hernandez presented the item and noted that a total of 4,930 refugee job seekers received placement services during the period of October 1, 2012, through August 31, 2013. He also read the following stats into record:

- 9,907 refugee job seekers have been enrolled in the RET program;
- 3,245 refugees placed in employment are still working after 90 days of hire;
- 2,632 refugees placed in employment are still working after 180 days of hire; and
- 2,367 refugees placed in employment are also receiving health benefits through their employer.

A representative from the City of Hialeah appeared before the Committee, as a follow-up to the Committee's request.

4. Information– Refugee Employment and Training Program Balanced Scorecard Update

Mr. Huston introduced the item on behalf of WSI Committee Chairman Fils-Aime. Mr. Hernandez further discussed and noted that for the month ending June 30, 2013, nine (9) RET Services Contractors were meeting or exceeding 50% of the PY '12-'13 Performance Measures standards. He additionally reviewed with the Committee the RET Services Contractors Performance Summary table provided in the agenda.

No further questions or discussions.

5. Information– Workforce Services Contractors Performance Overview

Mr. Hernandez read the following stats into record:

For Program Year (PY) 2012-2013 (July 1, 2012 – June 30, 2013), the Workforce Services Contractors assisted the placement of 5,564 job seekers in employment.

The performance statistics covering the period of July 1, 2013 through August 31, 2013 on the State's Monthly Management Report (MMR) for the Workforce Services Contractors revealed the following:

- Wagner-Peyser (WP) Program: - WP Entered Employment Rate (EER) is slightly over 35% which resulted in this region ranking ninth place out of the 24 Regional Workforce Boards in the State.
- Veterans Program: - EER is 46.1%, resulting in eighth place ranking in this category out of the 24 Regional Workforce Boards in the State.
- Career Advancement Program (CAP) / Welfare Transition (WT) Program: the performance statistics for the Workforce Services Contractors revealed the following:
 - The Region' is 45.1% in the All Family Participation Rate, resulting in fifteenth place ranking out of the 24 Regional Workforce Board in the State in this performance category.
 - The Region's Entered Employment rate is slightly over 28% resulting in fourteenth place ranking out of the 24 Regional Workforce Board in the State.

He additionally discussed DEO's Monthly Management Report for the period of July 1, 2013 through August 31, 2013 (Year-to-Date)

Mr. Fils-Aime asked whether region 23 is the largest in Florida. Mr. Hernandez responded, "Yes."

Ms. Manning inquired about steps taken by the Performance Improvement Teams (PIT) to enhance the quality of the Workforce Services delivery system. Mr. Hernandez explained. Ms. Manning questioned SFW's low ranking for the current reporting period.

[Mr. Albert Huston arrived and introduced himself; **Quorum Achieved**]

2. Approval of Workforce Systems Improvement Meeting Minutes for June 20, 2013 and August 15, 2013

Mr. Juan Hernandez introduced the item.

Mr. Albert Huston moved the approval of June 20, 2013 and August 15, 2013 meeting minutes. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed Unanimously**

6. Recommendation as to Approval of the Workforce Services Balanced Scorecard Standard and Performance Measures

Mr. Hernandez introduced the item and read it into record noting staff's recommendation for the Committee's approval to recommend to the Board the Workforce Services balance scorecard standard and performance measures.

Mr. Fils-Aime inquired about the primary purpose for increasing the balance scorecard standard. Mr. Hernandez explained.

Ms. Socorro requested additional information regarding incentives and Mr. Hernandez explained.

Mr. Huston requested staff explain the last column in the Workforce Services Contractors Performance table. Mr. Hernandez provided details.

Ms. Socorro inquired about the follow-up process turnaround time and Mr. Hernandez responded that the follow-up process is 90 days.

Ms. Manning recommended staff identify way of improve this region's current rankings.

Mr. Albert Huston moved the approval of the Workforce Services Balanced Scorecard Standard and Performance Measures. Motion was seconded by Ms. Ann Manning; **Motion Passed Unanimously**

7. Recommendation as to Approval of the Refugee Short Term Training Miami Dade College – Hospitality Program

Mr. Hernandez introduced the item and read it into record, noting staff's recommendation for the Committee's approval to recommend to the Board the Refugee Short Term Training Miami Dade College Hospitality program.

Mr. Fils-Aime asked whether there's enough funding available to extend the program and Mr. Hernandez explained.

Mr. Huston moved the approval of Refugee Short Term Training Miami Dade College Hospitality Program. Motion was seconded by Ms. Ann Manning; **Motion Passed Unanimously**

8. Recommendation as to Approval of the Refugee Short Term Training Miami-Dade County Public Schools – Automotive Program

Mr. Hernandez introduced the item and read it into record staff's recommendation for the Committee's approval to recommend to the Board the Refugee Short Term Training Miami-Dade County Public Schools – Automotive Program.

Mr. Fils-Aime asked whether there was enough funding available to extend the program and Mr. Hernandez explained.

Mr. Huston moved the approval of the Refugee Short Term Training Miami Dade County Public Schools – Automotive Program. Motion was seconded by Ms. Victoria Dubois; **Motion Passed Unanimously**

9. Recommendation as to Approval of the Refugee Short Term Training: American Advanced Technician Institute – Automotive Program

Mr. Hernandez introduced the item and read it into record staff's recommendation for the Committee's approval to recommend to the Board the Refugee Short Term American Advanced Technician Institute – Automotive Program.

Ms. Ann Manning moved the approval of the Refugee Short Term Training: American Advance Technician Institute – Automotive Program. Motion was seconded by Ms. Victoria Dubois; **Motion Passed Unanimously**

The Committee returned to item#3 to hear City of Hialeah's Center Director Ana Maria Gonzalez Present the current challenges of consistently surpassing the benchmark of placements.

Their current challenges:

- Part time employment are being offered with no benefits
- 23% of their clients have work permits;
- 75% don't possess a driver's license
- Funding challenges

Mr. Hernandez explained the funding process.

Mr. Huston recommended informing the Board of the current challenges City of Hialeah is facing. He moreover recommended SFW staff meet with City of Hialeah to assist them.

Mr. Fils-Aime requested a written explanation be provided to Committee members and staff.

There being no further business to come before the Committee, the meeting was adjourned at 9:15am.