



**WORKFORCE SYSTEMS IMPROVEMENT (WSI) COMMITTEE**

**AGENDA ITEM NUMBER: 2B**

**DATE:** February 27, 2013, 8:00AM

**AGENDA ITEM SUBJECT: MEETING MINUTES**

December 19, 2013 at 8:00am  
 Camillus House  
 1603 NW 7<sup>th</sup> Avenue, Building B  
 Miami, Florida 33136

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> <li>1. Fils-Aime, Sr., Daniel– <i>Chair</i></li> <li>2. Garza, Maria</li> <li>3. Manning, Anne</li> </ol>	<ol style="list-style-type: none"> <li>4. Arboleda, Carlos</li> <li>5. DuBois, Victoria</li> <li>6. Huston, Albert</li> <li>7. Socorro, Ivonne</li> </ol> <p><b>SFW STAFF</b>            Almagro, Olivia            Hernandez, Juan</p>	Alexis, Patricia – <i>Alexis Institute</i> Cela, Jose – <i>SER Jobs for Progress</i> Cooper, James – <i>New Horizons</i> Donovan, Delvin – <i>Unidad of Miami Beach</i> Hernandez, Florida – <i>Lifeline Medical Training</i> Malony, Arnold – <i>Arbor E &amp; T Rescare</i> Mendez, Michelle – <i>Lifeline Medical Training</i> Perez, Pablo J. – <i>Advance Science Institute</i> Someillan, Ana – <i>Adult Mankind Organization</i> St. Jean – <i>Dade Institute of Technology</i> Thompson, Nancy – <i>Arbor E &amp; T Rescare</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 8:28am, 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 1,007 refugee job seekers received placement services during the period of October 1, 2013, through November 30, 2013. He also read the following stats into record:

- 2,830 refugee job seekers have been enrolled in the RET program;
- 603 refugees placed in employment are still working after 90 days of hire;
- 492 refugees placed in employment are still working after 180 days of hire; and
- 435 refugees placed in employment are also receiving health benefits through their employer.

Ms. Garza asked whether the above information is the most current information available. Mr. Hernandez provided details.

Ms. Manning inquired about the current benchmark and Mr. Hernandez explained.

Ms. Garza inquired about SFW's current contractors and performance measures. Mr. Hernandez provided details. She asked whether the Balance Scorecard Report is monitored monthly. Mr. Hernandez explained that the data is real time.

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

Mr. Hernandez presented the item, noting that as of the end of November 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.

Ms. Garza asked whether full time jobs are offered to clients. Mr. Hernandez responded yes and that jobs must be full time (35hrs + per week) and permanent.

**5. Information– Workforce Services Contractors Performance Overview**

Mr. Hernandez read the following stats into record:

For Program Year (PY) 2012-2013 (July 1, 2013 – September 30, 2013), the Workforce Services Contractors assisted the placement of 10,335 job seekers into 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 36% which resulted in this region ranking tenth place out of the 24 Regional Workforce Boards in the State.
- Veterans Program: - EER is 44.1%, resulting in tenth 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% 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 fifteenth place ranking out of the 24 Regional Workforce Board in the State.

Ms. Garza asked whether performance standards were impacted as a result of funding cuts. Mr. Hernandez further explained.

Ms. Manning requested staff provide a report of the metropolitan areas by workforce regions.

Someone from the audience representing the Early Learning Coalition shared his experience with delayed services as a result of funding cuts.

#### **6. Information – Workforce Services Contractors Balance Scorecard Update**

Mr. Hernandez presented the item, noting that as of the end of October 2013, ten (10) RET services Contractors were meeting or exceeding 50% of the PY '12-'13 Performance Measures standards. He additionally reviewed with the Committee the workforce services balanced scorecard and provided on the transitioning on the Hialeah Gardens Career Center.

Representatives from the Hialeah Gardens Career Center appeared before the Committee and also provided an update.

Mr. Hernandez announced that Transition, Inc.'s Executive Director and Board Chairperson recently resigned. Ms. Garza asked whether this has occurred in the past. Mr. Hernandez further explained. Ms. Garza shared her concern regarding service impact as a result of staff transition.

Ms. Manning asked whether staff will continue to monitor their performances until mid-year so that if their performances don't improve then, staff will begin the process of finding a replacement.

Ms. Garza recommended staff reach out to United Way to provide technical assistant to Transition, Inc.

#### **7. Recommendation as to Approval of the Acceptance of \$961,099 in WIA Dislocated Worker Program Supplemental Funds**

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 approval to accept \$961,099 in WIA Dislocated Worker Program Supplemental funds.

This item was recommended to the Board by consensus of the members present.

#### **8. Recommendation as to Approval of the Acceptance of \$14,474 in Emergency Employment and Re-Employment Services Supplemental Funds**

Mr. Hernandez introduced the item and read it into record, noting staff's recommendation for the Committee approval to recommend to the Board to Accept \$14,474 in Emergency Employment and Re-Employment Services Supplemental funds.

This item was recommended to the Board by consensus of the members present.

**2. Approval of Workforce Systems Improvement Meeting Minutes for October 17, 2013**

Item deferred due to lack of quorum.

There being no further business to come before the Committee, the meeting adjourned at 9:09am.