



WORKFORCE SYSTEMS IMPROVEMENT (WSI) COMMITTEE

AGENDA ITEM NUMBER: 2A

DATE: August 21, 2014, 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

June 19, 2014 at 8:00am
 Doubletree Hotel – Convention Center
 711 N.W 72nd Avenue
 Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	OTHER ATTENDEES	
1. Fils-Aime, Sr., Daniel– <i>Chair</i> 2. DuBois, Victoria 3. Garza, Maria 4. Huston, Albert 5. Manning, Anne	Battle, Jorge - <i>Rescare</i> Cepeda, Margarita – <i>UNIDAD of Miami Beach</i>	Gavira, Beatriz – SER North Miami Beach Gilbert, David – <i>City of Miami</i> Gonzalez, Ana M. – City of Hialeah
COMMITTEE MEMBERS NOT IN ATTENDANCE 6. Arboleda, Carlos 7. Socorro, Ivonne	Collazo, Javier – <i>City of Hialeah</i> Costas, Jorge – <i>Youth Co-Op, Inc.</i> Donovan, Delvin – <i>UNIDAD of Miami Beach</i>	Malony, Arnold – <i>Arbor E&T</i> Perez Barroto, Connie- <i>Youth Co-Op, Inc.</i> Someillan, Ana – <i>Adults Mankind Organization, Inc.</i>
SFW STAFF Almagro, Olivia Alonso, Gustavo Beasley, Rick Hernandez, Juan	Flores, Oscar – <i>AATI</i> Garcia, Sary – <i>UNIDAD of Miami Beach</i>	St. Jean, Donard – <i>Dade Institute of Technology</i> Subarana, Maria – <i>City of Hialeah</i> Thompson, Nancy – <i>Rescare</i> Quiros, Vivian – <i>Sullivan & Cogliano</i>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

WSI Committee Chairman, Daniel Fils-Aime called the meeting to order at 8:13am, welcomed all those present, asked the members to introduce themselves and noted that a quorum had been achieved.

2. Approval of WSI Committee Meeting Minutes for October 17, 2014, February 27, 2014 and April 24, 2014

Mr. Albert Huston moved the approval of October 17, 2014, February 27, 2014 and April 24, 2014 meeting minutes. Motion seconded by Ms. Victoria Dubois; Motion Passed Unanimously

3. Information- Refugee Employment and Training Program Performance Overview

Mr. Hernandez presented the item and noted that a total of 4,638 refugee job seekers received placement services during the period of October 1, 2013, through March 31, 2014 compared to 3,973 for the same period last Program Year (PY). He also read the following stats into record:

- 10,887 refugee job seekers have been enrolled in the RET program;
- 2,681 refugees placed in employment are still working after 90 days of hire;
- 2,107 refugees placed in employment are still working after 180 days of hire; and
- 1,837 refugees placed in employment are also receiving health benefits through their employer.

Ms. Garza verified with staff the number of individuals that were placed, as well as those still employed after 90 days.

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

Mr. Hernandez presented the item and read into record the refugee employment and training program balanced scorecard summary report, which shows that all of the contractors met or exceeded the 65 percent of the PY 2013-14 performance measures.

Chairman Fils-Aime congratulated the contractors for meeting their performance measures.

No further questions or discussions.

5. Information– Workforce Services Contractors Regional Performance Overview

Mr. Hernandez read the following stats into record:

For Program Year (PY) 2013-2014 (July 1, 2013 – February 28, 2014), the Workforce Services Contractors assisted the placement of 35,117 job seekers into employment compared to 36,476 for the same period last Program Year..

Moreover, the performance statistics covering the period of July 1, 2013 through February 28, 2014 in 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 43% which resulted in this region ranking ninth place out of the 24 Regional Workforce Boards in the State.
- Veterans Program: - EER is slightly over 48%, 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 slightly over 43% in the All Family Participation Rate, resulting in ninth 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 29% resulting in fifth place ranking out of the 24 Regional Workforce Board in the State.

Chairman Fils-Aime questioned the fact this region is being compared to must smaller regions in Florida. Mr. Hernandez explained the various categories and briefly reviewed with the Committee the DEO Monthly Management Report for the period for July 1, 2013 through April 30, 21014 (Year-to-Date)

6. Information – Workforce Services Balance Scorecard Update

Mr. Hernandez presented the item and noted that as of the end of March 31, 2014, eight (9) service Contractors were meeting or exceeding 65% of the PY '12-'13 Performance Measures standards. Moreover, 10 of the 12 workforce service locations met the Employment After Services within 90 days performance measure which is one of the performance measure requirements. He additionally reviewed with the Committee the Workforce Services Contractors Performance Summary for the period of July 1, 2013 through May 31, 2014.

Mr. Huston verified with staff the number of contractors that met performances. Mr. Hernandez provided details and noted into record an error in the report. He explained that Arbor E&T (Carol City Career Center) was the only contractor that did not meet performance for the above reporting period.

Ms. Manning requested additional information on the total number of contractors that met performance. Mr. Hernandez provided details.

Nancy Thompson from Arbor E&T(Carol City Career Center) appeared before the Committee and explained that one of the primary reasons for Arbor's low performance had been due to the consolidation of two career centers (Hialeah Gardens and Carol City Career Centers). She also shared with the Committee that Arbor had been known from prior years to be one of the top performing contractors.

Ms. Manning asked whether there has been any improvement since the consolidation of the two career centers. Ms. Thompson explained.

Ana Maria Gonzalez from the City of Hialeah Career Center also appeared before the Committee and provided a summary of the City's current performance improvements. She announced that the City of Hialeah has surpassed performance standards by 2% percent.

Ms. Garza commented that she appreciated the updates provided by the service providers and requested staff continue to provide due diligence, trainings and follow-ups to help them improve performances.

Ms. Manning asked for a follow-up on prior concerns regarding the on-going challenges City of Hialeah experienced. Ms. Gonzalez explained.

Mr. Huston concurred with Ms. Garza with regards to staff making efforts to provide assistance to those with low performances.

7. Recommendation as to Approval of Workforce Services Contractor

Chairman Fils-Aime introduced the item. Mr. Hernandez further presented and read into record staff's recommendation for the WSI approval to recommend to the Board authorization for staff to negotiate contracts with Workforce Services RFP respondents based on available funds.

Ms. Manning inquired about the term, "due diligence". Mr. Hernandez defined the term and gave examples.

Ms. Garza questioned the number of experienced respondents that failed the RFP. She questioned whether there was much effort made by respondents to ensure high scores had been earned to continue their contracts with SFWIB/CSSF. Ms. Manning concurred. Ms Garza asked whether the proper documentations were provided to staff in a timely manner. Mr. Hernandez explained the "Cone of silence". Mr. Hernandez reviewed the 2014 Workforce Services RFP and the Scores by Location reports.

Ms. Garza inquired about the purpose for releasing another RFP and Mr. Hernandez explained.

Ms. Manning inquired about the number of centers Youth-Co-op, Inc. currently manages and Mr. Hernandez responded.

Ms. Ann Manning moved the approval of staff recommendations. Motion seconded by Mr. Albert Huston; **Motion Passed with Unanimous Consent**

8. Recommendation as to Approval of the Revised Balance Scorecard Standard and Performance Measures

Chairman Fils-Aime introduced the item. Mr. Hernandez further presented and read the item into record staff's recommendation for the Committee's approval of the revised Workforce Services Balanced Scorecard performance measures for renewal and/or future contract consideration.

Ms. Manning asked whether this information had been shared with the contractors and Mr. Hernandez responded, "Yes".

Ms. Maria Garza moved the approval of the revised balanced scorecard standard and performance measures. Motion seconded by Ms. Ann Manning; **Motion Passed with Unanimous Consent**

Added-on Item:

9. Recommendation as to Approval of Allocation and Re-Allocation of Refugee Program Funds (Carried over from April 24, 2014 SFWIB Meeting)

Mr. Hernandez introduced the item and read it into record staff's recommendation for the Committee's approval to recommend to the Board the approval to allocate funds to the Refugee Employment Program Service Providers. He additionally noted that this item had been previously presented at the SFWIB meeting held on April 24, 2014.

Ms. Manning requested additional details and both Mr. Hernandez and SFWIB Assistant Director of Finance, Gustavo Alonso further explained. Ms. Manning requested this item be rewritten for better clarity.

Ms. Ann Manning moved the approval to allocate and reallocate refugee program funds. Motion seconded Mr. Albert Huston; **Motion Passed Unanimously**

There being no further business to come before the Committee the meeting adjourned at 9:14am