



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

EXECUTIVE COMMITTEE MEETING

**Tuesday, October 28, 2008
8:30 A.M**

South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive
5th Floor - Conference Room 3
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Executive Committee Meeting Minutes
 - A. September 4, 2008
3. Greater Miami Chamber of Commerce (Presentation)
4. SFWIB Retreat
5. August 2008 Finance Report
6. Reed Act Allocations
7. Refugee Budget Adjustment
 - A. Contract Budget Modification
 - B. Adjustment \$60,000 for Work Number
8. Food Stamp Employment and Training (FSET) Allocations

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2.

SFWIB - Executive Committee

October 28, 2008

***MINUTES OF SFWIB EXECUTIVE COMMITTEE
MEETING SEPTEMBER 4, 2008***

South Florida Workforce Investment Board Executive Committee Meeting
September 4, 2008, at 8:30 A.M.
South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive, 5th Floor - Conference Room 3

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE	<i>OTHER ATTENDEES</i>
1. Edward Margolis 2. Daniel Fils-Aime 3. Cynthia Gaber 4. Regina Giles 5. Frederick Marinelli 6. Andre (Andy) Perez	7. Jeff Bridges 8. Joe Chi SFW STAFF Beasley, Rick Glancy, Anne	<i>Llerom, Luis-CBT</i>

Agenda items are displayed in the order they were discussed.

1. Call to Order

Because the Chair, Mr. Edward Margolis was delayed in arriving, Mr. Frederick Marinelli called the meeting to order at 8:40 A.M. and noted that a quorum had been achieved. He asked those present to introduce themselves.

2. Approval of Executive Committee Meeting Minutes of July 22, 2008

Ms. Regina Giles moved to approve the minutes of the July 22, 2008, Executive Committee meeting, with minor changes to paragraph 4 on page 3. The motion was seconded by Mr. Andy Perez and approved.

3A. Career & Technical Education

Mr. Beasley presented the item and suggested initiatives that could be implemented such as a career expo to focus on career and technical education, and added that SFWIB could partner with education partners. He offered that a month could be “Career and Technical Education Month” in Miami-Dade and Monroe counties.

There followed discussion concerning the reduction in training funds at a time when the need for training has increased. A suggestion was made that retraining could be of benefit, as well as training to upgrade skills.

3B. Digital Skills Working Group

Mr. Beasley provided a report for discussion to include the creation of a work group with objectives to convey the range of digital skill levels required for today's workforce; develop clear definitions of "digital skills" and the SFW Workforce Region populations who lack them; create messages and mechanisms for promotion on the urgency of this need; and build an action agenda of recommendations for business, education and training organizations, and government.

There was consensus of the members present to move the item to the SFWIB Chairperson, Mr. Margolis to select the members of the workgroup.

5. SFWIB Retreat

Mr. Beasley noted that Miami-Dade County Mayor, Carlos Alvarez is making new appointments to the SFWIB, and discussion followed as to the location for the retreat, and the topics for consideration.

It was suggested that topics could include: a brief orientation; explanation of funding streams, and their use, development of a revised strategic plan; and the upgrading of skill-sets of customers in order that they may purchase a home.

Mr. Perez offered that the SFWIB identity must be more fully developed; career pathways created; consensus of the top five industries on which to focus; and plans developed to involve youth.

Mr. Margolis added that SFWIB must work with education to find out what businesses need, and that schools must meet the needs of business.

4. Literacy Discussion

Mr. Margolis commented that SFWIB must address literacy as a result of the State of the Workforce report. He added that SFWIB needs to look for successes, and encourage others to get involved. He suggested that SFWIB could work in collaboration with local colleges to determine the needs of the region.

Mr. Perez noted that he attended his first Workforce Florida, Inc. board meeting as a new member and SFWIB must focus more attention on South Florida. He added that the board must reach out to all agencies affected by the funding formula and send a message to the state that the funding formula must be changed.

Ms. Giles commented that this region is not different and SFWIB must play the game and prepare children for the world. In addition youth must not be an aside, but a focus of the board.

Mr. Margolis thanked everyone for their participation and the meeting adjourned at 10:07 A.M.



3.

Executive Committee Meeting

October 28, 2008

**Greater Miami Chamber of Commerce
Presentation**

Informational

BACKGROUND

The Greater Miami Chamber of Commerce, Education Committee is currently working on several initiatives that are of great interest. SFWIB is interested in assisting the Chamber by leveraging resources, as well as, fulfilling the needs of the Community

SFWIB staff has invited Ms. Roberta Kressel from the Greater Miami Chamber of Commerce, Education Committee, to present the initiatives that the Chamber is currently undertaking.



4.

Executive Committee Meeting

October 28, 2008

SFWIB Retreat - Discussion

Discussion

The last SFWIB Board Retreat was held September 28 – 30, 2007, at which the SFW Strategic Plan was developed. The Retreat is scheduled to take place on November 7-8, 2008, in Key Largo. The Executive Committee needs further discussions regarding the Retreat.



5.

SFWIB – Executive Committee

October 28, 2008

August 2008 Finance Report

BACKGROUND

The un-audited finance report for the month ending August 31, 2008, will be reviewed.

Attachments



6.

SFWIB – Executive Committee

October 28, 2008

Recommendation to Accept and Allocate Reed Act Funds

RECOMMENDATION

SFWIB staff recommends that the Executive Committee authorize staff to accept Reed Act funds.

BACKGROUND

The Agency for Workforce Innovation (AWI) awarded SFWIB \$222,660 in Reed Act funds for the period from July 1, 2008 through June 30, 2009. The allocation was based on a Reed Act Implementation Plan which SFWIB staff submitted to AWI to conduct outreach for the region. SFWIB staff plans to use the available funds in areas that will improve the region's performance with TANF participation rates, as well as the overall State performances.

SFWIB staff is requesting approval from the Executive Committee to accept and allocate the awarded Reed Act funds.



7.A

SFWIB – Executive Committee

October 28, 2008

**Refugee Employment and Training (RET)
Budget Modification**

RECOMMENDATION

SFWIB staff recommends that the Executive Committee approve the RET Budget Modification, as described below.

BACKGROUND

At the end of the 07/08 program year, five Refugee providers were not going to spend their full allocation and voluntarily de-obligated their refugee dollars. Four providers exceeded performance and requested additional refugee dollars.

SFWIB staff is requesting that the Executive Committee authorize staff to give enhancements to the service providers who exceeded performance and others will be allowed to voluntarily de-obligate their dollars for program year 07-08.

Service Provider	Enhancement	Voluntary De-obligation
AMO	\$157,000	
ARBOR E & T, LLC.		
CANC		(\$120,490)
City of Hialeah		(\$56,000)
Community Coalition	\$55,750	
Jobs for Miami		(\$87,500)
**Jobs for Miami 2 – Haitian Contract		(\$130,000)
Lutheran Services		
Miami Beach Latin Chamber	\$32,027.50	
Miami-Dade Human Services		(\$119,710)
UNIDAD of Miami Beach		
Youth Co-op	\$30,000	
	\$274,777	(\$513,700)



7.B

SFWIB – Executive Committee

October 28, 2008

**Recommendation to Accept and Allocate
Refugee Employment and Training (RET)
Funds**

RECOMMENDATION

SFWIB staff recommends that the Executive Committee authorize staff to allocate \$60,000.00 from the Refugee Employment and Training (RET) funds, as described below.

BACKGROUND

At the beginning of the 08/09 program year, the Refugee Employment and Training (RET) program carry forward is in the amount of \$4.6 million dollars. The Refugee program runs from October to September. SFWIB staff is requesting to utilize \$60,000.00 of this surplus for the purchase of Work Number services.

The “Work Number” is a service which provides employment verifications on Food Stamp Employment and Training customers. There are roughly 6,000 RET placements for the 07/08 program year.



8.

SFWIB – Executive Committee

October 28, 2008

Recommendation to Accept and Allocate Food Stamp Employment and Training (FSET) Funds.

RECOMMENDATION

SFWIB staff recommends that the Executive Committee authorize staff to accept and allocate \$119,000 in Food Stamp Employment and Training funds, as set forth below:

BACKGROUND

The Agency for Workforce Innovation (AWI) has requested for the SFWIB to purchase equipment for seven workforce regions to start the FSET program. These workforce regions are not currently operating the FSET program. AWI forwarded a notice of availability in the amount of \$119,000.

SFWIB staff is requesting that the Executive Committee authorize staff to use the awarded funds for the purchasing of equipments for other regions.