



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

FINANCE COMMITTEE MEETING

**Thursday, October 21, 2010
8:00 A.M.**

Doubletree Miami Mart/Airport Hotel and Exhibition Center
711 NW 72nd Avenue
Palm Room
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Finance Committee Meeting Minutes
 - A. August 19, 2010
3. Finance Reports
 - A. August 2010 Financial Report
 - B. August 2010 ARRA Financial Report
4. Information – Cash Reconciliation for September 2010
5. Recommendation to Approve Allocation of Additional Carry-Forward Funds
 - A. Background – Allocate Carry-Forward Funds for Monroe County
 - B. Background – Allocate Reemployment and Eligibility Assessment Funds
 - C. Background – Allocate Unemployment Compensation Program Funds
 - D. Background – Allocate TANF Funds for Career Center Providers
 - E. Background – Allocate TANF Dollars to Develop a Subsidized Employment Fund (SEF)
 - F. Background – Allocate Non-Custodial TANF Funds to Gulf Coast Jewish Family Services, Inc.
 - G. Background – Allocate Funding for a RFP for a Youth Offenders Employment Program
 - H. Background – Allocate Funding to Fairfield Index, Inc. to Operationalize SFWIB’s Strategic Plan
 - I. Background – Allocate Funding to the City of Miami for Workforce Services
 - J. Background – Allocate Funding for Florida Back to Work Close-Out
6. Recommendation to Approve Allocation of Unused ARRA Facility Costs Funds
7. Recommendation to Approve Allocation of Trade Adjustment Assistance Funds
8. Recommendation to Approve Allocation of Disability Navigator Funds
9. Recommendation as to Approval of a City of Miami Gardens Honors Internship Pilot Project



2.A

SFWIB - Finance Committee

October 21, 2010

Minutes of SFWIB Finance Committee Meeting
August 19, 2010

South Florida Workforce Investment Board
Finance Committee Meeting
August 19, 2010, 8:00 A.M.
Doubletree Miami Mart/Airport Hotel
711 NW 72nd Avenue, Palm Room
Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	ADDITIONAL BOARD MEMBERS IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Piedra, Obdulio, <i>Chairperson</i> 2. Androver, Bernardo 3. Bridges, Jeff 4. Chi, Joe 5. Datorre, Roberto 6. Gibson, Charles A 7. Inguanzo, Ramiro 8. Zewadski-Bricker, Edith 	<p>SFWIB STAFF</p> <p>Beasley, Rick Alonso, Gustavo Garcia, Christine Edwards, Phillip Ford, Odell, Jr.</p>	<p>Carter, Mike – NCT Group CPAS Houston, Noah – <i>Transition, Inc.</i> Larrimodi, Rudy – <i>Sharpton Brunson & Company</i> Maginley, Donovan - McGladrey Mitchell, Carlena – <i>Miami-Dade County Public Schools (MDCPS)</i> Molina, Angelica – <i>Sharpton Brunson & Company</i> Nelson, Adam – McGladrey Pichardo, Jorge – <i>Youth Co-Op, Inc.</i> Sharpton, Darryl – <i>SBC</i> Stephens, Nadine - <i>SBC</i></p>
<p>COMMITTEE MEMBERS NOT IN ATTENDANCE</p>		
<ol style="list-style-type: none"> 9. Carpenter, Willie 		

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Mr. Bernardo Androver, SFWIB Chairperson, called the meeting to order, asked the members present to introduce themselves and noted that a quorum has not been achieved yet.

3A. June 2010 Financial Report

Gus Alonso, SFWIB Assistant Director of Finance, presented the following preliminary un-audited financial reports:

- Agency Summary:
 - The budget increased due to additional funding for the Florida Back to Work Program. He also noted that it may not be possible to spend the entire funds before the program end date of September 30, 2010.
 - He noted the error in Take Stock in Children budget rate which shows 147%. The percentage is a combined budget rate for Take Stock in Children and 500 Role Model.
- WIA Youth
- WIA Adult
- Dislocated Worker
- TANF-NON Custodial Parent
- TANF
- Florida Back to Work ARRA-TANF
- WIA National Emergency Grant
- WIA Health Care Initiative
- Workforce Innovation New Generation Solutions (WINGS)

3B. June 2010 ARRA Financial Report

Mr. Alonso presented the un-audited ARRA financial report for period April 1, 2009 through June 30, 2010.

[Mr. Piedra arrived]

[Mr. Gibson arrived]

[Mr. Datorre arrived]

[Quorum Achieved]

Mr. Datorre moved the approval of the June 2010 ARRA Financial Report. It was seconded by Ms. Zewadski-Bricker; **Motion Passed**

4. Informational – Cash Reconciliation for June 2010

Mr. Alonso presented the item.

Mr. Datorre inquired about the amount of voided checks. Mr. Alonso responded that there weren't many and provided further explanation.

5. Recommendation as to Approval to Accept PY 2010 ARRA WIA Digital Access Initiative Funds

Mr. Piedra read the item.

Mr. Datorre moved the approval to accept PY 2010 ARRA WIA Digital Access Initiative Funds. It was seconded by Mr. Gibson; **Motion Passed**

6. Recommendations as to Approval to Allocate Refugee Program Funds for OJT Services

Mr. Piedra read the item.

Mr. Datorre moved the approval to accept Allocate Refugee Program Funds for OJT Services. It was seconded by Mr. Gibson; **Motion Passed**

7. Recommendation as to Approval of the Selection of an External Independent Audit Firm

Mr. Piedra read the item.

[Meeting recessed for 12 minutes prior to the audit presentations]

Presentation # 1 - NCT Group CPA's, LLP

Questions:

- Mr. Datorre asked if NCT Group CPA has any local offices in Dade County. The presenter responded that the closest office is in Sebring, which is about 2.5hrs from Miami.
- Mr. Piedra inquired about cost being kept at a minimum with travel expenses. He responded that they work longer hours in order to get the auditing done.
- Ms. Zewadski-Bricker inquired about their methods and strategies and the presenter further explained.
- Mr. Gibson asked have they encountered any cases where there were deficiencies and how were they handled? The presenter responded that they first gather as many facts as possible, present it to the Executive Director, give staff a chance to research and the firm follows auditing standard procedures.

Presentation #2 – Sharpton, Brunson & Company, PA

[Jeff Bridges arrived]

Questions:

- Mr. Piedra inquired about the cost and their response was between \$115,000 -\$120,000.
- Mr. Chi asked if they currently have an office in South Florida. Their response was yes, in Miami and Ft. Lauderdale.
- Mr. Gibson asked what service improvements they would recommend for South Florida Workforce (SFW). The presenters further gave explanation.

Presentation #3 – McGladrey & Pullen, LLP

Questions:

- Mr. Chi asked if they currently have an office in South Florida. Their response was yes, Coral Gables and Downtown.

- Mr. Datorre inquired about their experience with providing auditing services for workforce organizations as it wasn't listed in the handout they provided. Further explanation was provided regarding their experience.
- Piedra inquired about the cost and they responded \$120,000.

The final scores of the three auditing firms were announced by Gus Alonso and the Committee Chair. The firm that scored the highest was Sharpton, Brunson & Company.

Mr. Datorre moved the approval of the selection of Sharpton, Brunson & Company. It was seconded by Mr. Bridges; **Motion Passed**

2. Approval of Finance Committee Meeting Minutes for June 9, 2010 and June 17, 2010

Mr. Chi moved the approval of the Finance Committee Minutes for June 9, 2010 and June 17, 2010. It was seconded by Mr. Datorre; **Motioned Passed**

Mr. Piedra asked if there were any additional questions or comments prior to adjourning the meeting at 9:47am.



3.A

SFWIB – Finance Committee

October 21, 2010

August 2010 Financial Report

BACKGROUND

The un-audited financial report for the month ending August 31, 2010, will be reviewed.

Attachment



3.B

SFWIB – Finance Committee

October 21, 2010

August 2010 ARRA Financial Report

BACKGROUND

The un-audited ARRA financial report for the month ending August 31, 2010, will be reviewed.

Attachment



4.

SFWIB – Finance Committee

October 21, 2010

Cash Reconciliation for September 2010

Informational

BACKGROUND

Based on the Internal Control Procedures recommended by the State, the Finance Committee at its April 2, 2009, meeting requested a monthly cash reconciliation report be provided to it.

The cash reconciliation for September 2010 is attached and will be reviewed.

Attachment



5.

SFWIB – Finance Committee

October 21, 2010

Approval to Allocate Additional Carry-Forward Funds

RECOMMENDATION

SFWIB staff recommends that the Finance Committee recommend to the Board the approval to allocate WIA and TANF carry-forward funds as set forth below.

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes an estimated \$29,461,276 in carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$4,757,374.

Staff recommends the following allocations, as seen in the table below, to use the additional carry-forward funds. Attachments 5A to 5J accompany the allocations, providing background information and the methodology for the recommendation.

Funding Stream / Project	Project Description	Amount	Committee Approval
Monroe County Allocation	Monroe County is allocated 6.7 percent of funds	\$ 281,106	Finance
REA	Additional allocation to Career Center Providers	\$ 470,400	Finance
UC	Additional allocation to Career Center Providers	\$ 173,116	Finance
TANF	Additional allocation to Career Center Providers	\$ 350,000	Finance
Subsidized Employment	Funding for a Subsidized Employment fund for TANF recipients	\$ 789,068	Finance
Non-Custodial TANF	Additional allocation to Gulf Coast Jewish Family Services, Inc.	\$ 30,623	Finance
Employment Services for DJJ Youth	Funding for Youth Offenders Employment Program	\$ 398,799	Youth Council
Strategic Plan	Funding for facilitator for the development of the SFWIB Operational Strategic Plan	\$ 28,200	Finance
City of Miami	Workforce Services in partnership with the City of Miami	\$ 1,204,456	Workforce Systems
FBTW	Funding for agency workers needed to close-out the Florida Back to Work Program	\$ 30,000	Finance
Youth / TANF	Purchase of scholarships for youth of migrant workers	\$ 100,000	Finance
WP - AWI Staff	Funding to retain ARRA Agency for Workforce Innovation OPS staff until December 31, 2010	\$ 482,472	Finance



5.A

South Florida Workforce Investment Board

October 21, 2010

Background – Allocate Carry-Forward Funds for Monroe County

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes an estimated \$29,461,276 in carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$4,757,374.

Staff recommends that \$281,106.46 in unallocated funds be allocated as set forth below:

Funding Streams	Allocation Amount
WIA Adult	\$7,238.82
NEG	\$4,463.72
WIA Dislocated Worker	\$17,916.03
WIA Youth	\$10,206.08
TANF (CAP) – Welfare Transition	\$166,988.82
REA Program	\$31,516.80
Unemployment Compensation	\$11,598.75
WIA Adult – <i>Training</i>	\$7,619.81
NEG – <i>Training</i>	\$4,698.65
WIA Dislocated Worker – <i>Training</i>	\$18,858.98
TOTAL	\$281,106.46



5.B

South Florida Workforce Investment Board

October 21, 2010

**Background – Accept and Allocate
Reemployment and Eligibility Assessment
(REA) Funds**

BACKGROUND

On May 18, 2010, Workforce Florida Inc. (WFI) awarded SFWIB \$1,344,000 in Reemployment and Eligibility Assessment (REA) funds for the period of January 1, 2010, to March 31, 2011. On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget and allocations. The REA allocations approved in the budget totaled \$873,600. An additional \$470,400 remains to be allocated.

The REA program assists unemployed workers to secure employment through early intervention and personalized assistance with work search plans.

Staff recommends that the \$470,400 in unallocated funds be allocated as set forth below:

REA Allocation

Site	Allocation %	\$ 470,400
HQ Administration		\$ 23,520
SFWIB Facility Cost		\$ 47,040
Monroe County		\$ 31,517 ^a
Carol City (Arbor E&T, LLC)	9.3%	\$ 34,117
West Dade (Youth Co-Op, Inc.)	10.8%	\$ 39,876
Little Havana (Youth Co-Op, Inc.)	11.8%	\$ 43,538
Miami Beach (Youth Co-Op, Inc.)	7.8%	\$ 28,790
North Miami Beach (Ser-Jobs for Progress, Inc.)	11.7%	\$ 43,205
Northside (Youth Co-Op, Inc.)	13.1%	\$ 48,141
Transition, Inc.	-	\$ -
Hialeah Gardens (Arbor E&T, LLC)	8.4%	\$ 31,111
Perrine (Youth Co-Op, Inc.)	9.9%	\$ 36,604
Hialeah Downtown (City of Hialeah)	8.9%	\$ 32,632
Homestead (Youth Co-Op, Inc.)	8.2%	\$ 30,309
TOTALS	100.0%	\$ 470,400

^a The allocation for Monroe County is already included in the amounts detailed in Agenda Item 5A. These are not additional REA funds for Monroe County.



5.C

South Florida Workforce Investment Board

October 21, 2010

Background – Allocate Unemployment Compensation Program Funds

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget did not include carry-forward funds for the unemployment compensation program. Following the end of the financial closeouts with the State, it was determined that there are actual carry-forward dollars totaling \$173,116.

Staff recommends that the \$173,116 be allocated as set forth below:

UI Allocation

Site	Allocation %	\$ 173,116
HQ Administration		\$ -
SFWIB Facility Cost		\$ 17,312
Monroe County		\$ 11,599 ^a
Carol City (Arbor E&T, LLC)	8.8%	\$ 12,718
West Dade (Youth Co-Op, Inc.)	9.3%	\$ 13,463
Little Havana (Youth Co-Op, Inc.)	11.8%	\$ 17,023
Miami Beach (Youth Co-Op, Inc.)	9.3%	\$ 13,388
North Miami Beach (Ser-Jobs for Progress, Inc.)	9.3%	\$ 13,388
Northside (Youth Co-Op, Inc.)	15.3%	\$ 21,997
Transition, Inc.	-	\$ -
Hialeah Gardens (Arbor E&T, LLC)	8.8%	\$ 12,709
Perrine (Youth Co-Op, Inc.)	9.3%	\$ 13,463
Hialeah Downtown (City of Hialeah)	9.4%	\$ 13,531
Homestead (Youth Co-Op, Inc.)	8.7%	\$ 12,526
TOTALS	100.0%	\$ 173,116

^a The allocation for Monroe County is already included in the amounts detailed in Agenda Item 5A. These are not additional UI funds for Monroe County.



5.D

South Florida Workforce Investment Board

October 21, 2010

Background – Allocate TANF Program Funds

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes \$816,914 in TANF carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars.

Staff recommends the allocation of \$350,000 of additional carry-forward funds as set forth below:

TANF (CAP) Allocation

Site	Allocation %	\$ 350,000
HQ Administration		\$ -
SFWIB Facility Cost		\$ -
Monroe County		\$ -
Carol City (Arbor E&T, LLC)	7.6%	\$ 26,714
West Dade (Youth Co-Op, Inc.)	17.1%	\$ 59,830
Little Havana (Youth Co-Op, Inc.)	16.5%	\$ 57,719
Miami Beach (Youth Co-Op, Inc.)	1.7%	\$ 6,033
North Miami Beach (Ser-Jobs for Progress, Inc.)	5.1%	\$ 17,932
Northside (Youth Co-Op, Inc.)	17.8%	\$ 62,177
Transition, Inc.	1.6%	\$ 5,732
Hialeah Gardens (Arbor E&T, LLC)	9.0%	\$ 31,608
Perrine (Youth Co-Op, Inc.)	8.6%	\$ 30,234
Hialeah Downtown (City of Hialeah)	8.1%	\$ 28,290
Homestead (Youth Co-Op, Inc.)	6.8%	\$ 23,731
TOTALS	100.0%	\$ 350,000



5.E

South Florida Workforce Investment Board

October 21, 2010

Background – Allocate TANF Program Dollars to Create a Subsidized Employment Fund

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes \$816,914 in TANF carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars.

In an effort to bolster businesses and assist Region 23 jobseekers obtain employment, SFWIB staff is recommending the creation of a Subsidized Employment Fund (SEF). The SEF will enable the SFWIB Career Center Operators to contract with public and private employers to cover nearly all of the salary costs for employees. The program will pay up to 100 percent of the salary costs for each employee.

The SEF will be able to serve 110 TANF eligible participants, based on an average wage of \$11.02 an hour and for up to 640 hours of work (16 weeks at 40 hours per workweek). Note that the goal of the program is to have the participants permanently placed in employment.

Staff recommends the allocation of \$789,067.53 of additional carry-forward funds to establish the Subsidized Employment Fund.



5.F

South Florida Workforce Investment Board

October 21, 2010

**Background – Allocate Non-Custodial
TANF Carry-Forward Funds**

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes \$104,798 in non-custodial TANF carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$30,622.82.

Gulf Coast Jewish Family Services, Inc., d/b/a Gulf Coast Community Care, is legislatively appropriated Welfare Transition funds to operate the Non-Custodial Parent Employment Program in Miami-Dade County. The funds are administered by SFWIB.

Under a contract with SFWIB, Gulf Coast Jewish Family Services, Inc. has operated the Non-Custodial Parent Employment Program using Welfare Transition Non-Custodial Parent Program funds.

There is approximately \$30,622.82 in carry-forward Welfare Transition Non-Custodial Parent Program funds available. These funds are Temporary Assistance to Needy Families (TANF) funds that must be obligated by June 30, 2011, or they cannot be certified forward for next year.



5.G

SFWIB – Finance Committee

October 21, 2010

Background – Allocate WIA and TANF Funds for a RFP to Provide Youth Services to the Juvenile Justice System Population

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes \$1,361,147 in WIA Youth and \$816,914 in TANF carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$152,330 in WIA Youth and \$2,492, 370 in TANF funds.

The majority of criminal youth studies recognize that youth involved in the juvenile justice system represent one of the most vulnerable populations in the United States, prone to recidivism and semi-literacy. Accordingly, assisting youth offenders transition to law-abiding, productive civic participants is a major challenge for the social workers charged with their care.

The employability of youth offenders, particularly in the current economic climate, is an obstacle for social service and career center workers. The local workforce system is disconnected from the juvenile justice system, making it difficult to tailor employment and training services to the needs of youth offenders. Thus, staff recommends that the Finance Committee recommend to the Board the approval for staff to issue a RFP to provide youth services to the juvenile justice system population.

Staff recommends the allocation of \$398,798.53 of additional carry-forward funds as set forth below:

- WIA Youth Funds - \$140,922.06
- TANF Funds - \$257,876.47



5.H

SFWIB – Finance Committee

October 21, 2010

Background – Allocate Carry-Forward Funds for Facilitator to Develop the SFWIB Operational Strategic Plan

BACKGROUND

On May 21, 2010, the SFWIB held its annual Strategic Planning Session at Miami Dade College’s InterAmerican campus. Twenty Board members attended the one-day, six-hour Session hosted by Don Upton, President of Fairfield Index, Inc. During the Session, the Board members, in collaboration with staff, formed seven strategic goals for Region 23:

- Premier Florida Provider of Employment and Career Training;
- Strong, Timely Reporting Standards for End User Customers and Providers of Services;
- Improved Digital Literacy;
- Celebrated, Benchmark Leader in Best Practices;
- Dedicated Commitment to Youth Participation in the 21st Century Economy;
- Effective Demand Driven Management; and
- State leader in Collaborative Partnerships.

The Board approved the above goals at its August 19, 2010, meeting. Staff is currently working with Mr. Upton to establish an agreement between SFWIB and Fairfield Index, Inc. to develop an Operational Plan to implement the strategic goals. To date, the following sections of the agreement have been completed:

- Scope of Services;
- Project Timeline; and
- Professional Services Agreement; and Payment Schedule.

Staff recommends the allocations of \$28,200 of carry-forward funds to Fairfield Index, Inc. to facilitate the development of the SFWIB Operational Strategic Plan as set forth below:

Funding Streams	Allocation Amount
WIA Adult	\$1,794.02
NEG	\$1,106.26
WIA Dislocated Worker	\$4,440.19
WIA Youth	\$1,201.47
TANF (CAP) – Welfare Transition	\$19,658.06



5.1

SFWIB – Finance Committee

October 21, 2010

Background – Allocate Carry-Forward Funds to City of Miami for a Workforce Services Contract

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes an estimated \$29,461,276 in carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$4,757,374.

The Region’s August 2010 unemployment rate is 14.2%. For the City of Miami, the unemployment rate for some of its census tracts is as high as 20.3%, more than double the State’s August 2010 rate of 9.5%. Thus, SFWIB and the City of Miami have partnered to spearhead an initiative to deliver workforce services through a City of Miami-based facility. The facility was donated by the City of Miami, is approximately 10,000 square feet, and will operate as a Career Center. The goal of the Career Center is to assist in reducing the unemployment rate in City of Miami neighborhoods.

In contracting with the City of Miami to deliver workforce services, the SFWIB Executive Director is recommending, consistent with Administrative Order No.: 3-38, that the competitive procurement process be waived as that is in the best interests of the SFWIB.

Staff recommends the allocations of \$1,204,455.62 of carry-forward funds as set forth below:

Funding Streams	Allocation Amount
WIA Adult	\$65,522.12
NEG	\$40,403.34
WIA Dislocated Worker	\$162,166.79
TANF (CAP) – Welfare Transition	\$551,791.00
WIA Adult – <i>Training</i>	\$68,970.65
NEG – <i>Training</i>	\$42,529.84
WIA Dislocated Worker – <i>Training</i>	\$170,701.89
TANF (CAP) – <i>Support Services / Training</i>	\$102,390.00
TOTAL	\$1,204,455.62



5.J

SFWIB – Finance Committee

October 21, 2010

Background – Allocate TANF Carry-Forward Funds to HQ Administration to Close-Out the Florida Back to Work Program

BACKGROUND

On June 17, 2010, the SFWIB approved the Fiscal Year 2010-11 budget. The approved budget includes an estimated \$29,461,276 in carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$4,757,374.

On February 18, 2010, the SFWIB approved to accept and allocate TANF funds to operate the Florida Back to Work program (FBtW). The FBtW program ended on September 30, 2010. Currently, SFWIB temporary staff is processing the reimbursement packages of 88 employer contracts.

Staff recommends the allocations of \$30,000 of TANF carry-forward funds to cover the cost of temporary staff to finish the close-out of the FBtW program.



6.

SFWIB – Finance Committee

October 21, 2010

Approval to Allocate Unused ARRA Facility Costs Funds

RECOMMENDATION

SFWIB staff recommends that the Finance Committee recommend to the Board the approval to allocate unused ARRA facility costs funds as set forth below.

BACKGROUND

On August 20, 2009, the SFWIB approved the American Recovery and Reinvestment Act (ARRA) program budget. Following the approval, SFWIB entered into contracts with its existing Service Providers for the rendering of employment and training services as outlined under the ARRA program. As of August 31, 2010, approximately \$200,000 of the amount allocated to cover facility costs remains unspent. Staff recommends that these dollars be allocated to the Service Providers for use in the rendering of employment and training services as detailed in the table below.

ARRA WIA Allocation

Site	Allocation %	\$ 200,000
HQ Administration		\$ -
SFWIB Facility Cost		\$ -
Monroe County		\$ 13,400
Carol City (Arbor E&T, LLC)	10.0%	\$ 18,660
West Dade (Youth Co-Op, Inc.)	10.0%	\$ 18,660
Little Havana (Youth Co-Op, Inc.)	10.0%	\$ 18,660
Miami Beach (Youth Co-Op, Inc.)	10.0%	\$ 18,660
North Miami Beach (Ser-Jobs for Progress, Inc.)	10.0%	\$ 18,660
Northside (Youth Co-Op, Inc.)	10.0%	\$ 18,660
Transition, Inc.	0.0%	\$ -
Hialeah Gardens (Arbor E&T, LLC)	10.0%	\$ 18,660
Perrine (Youth Co-Op, Inc.)	10.0%	\$ 18,660
Hialeah Downtown (City of Hialeah)	10.0%	\$ 18,660
Homestead (Youth Co-Op, Inc.)	10.0%	\$ 18,660
TOTALS	100.0%	\$ 200,000



7.

SFWIB – Finance Committee

October 21, 2009

Approval to Accept and Allocate Trade Adjustment Assistance Funds

RECOMMENDATION

SFWIB staff recommends that the Finance Committee recommends to the Board the approval to authorize staff to accept and allocate the Trade Adjustment Assistance funds as set forth below.

BACKGROUND

On October 8, 2010, Workforce Florida Inc. (WFI) awarded SFWIB an additional \$165,000 in Trade Adjustment Assistance funds for the period of October 1, 2010, to December 14, 2010. The Trade Adjustment Assistance program provides a variety of reemployment services and benefits to workers who have lost their jobs or suffered a reduction of hours and wages as a result of increased imports or shifts in production outside the United States.

Staff recommends that the \$165,000 be allocated as set forth below:

Trade Adjustment Assistance Allocation

Site	Allocation %	\$ 165,000
HQ Administration		\$ 15,000
SFWIB Facility Cost		\$ -
Monroe County		\$ 10,050
Carol City (Arbor E&T, LLC)	9.1%	\$ 12,723
West Dade (Youth Co-Op, Inc.)	9.1%	\$ 12,723
Little Havana (Youth Co-Op, Inc.)	11.5%	\$ 16,158
Miami Beach (Youth Co-Op, Inc.)	9.1%	\$ 12,723
North Miami Beach (Ser-Jobs for Progress, Inc.)	9.1%	\$ 12,723
Northside (Youth Co-Op, Inc.)	15.7%	\$ 22,010
Transition, Inc.	0.0%	\$ -
Hialeah Gardens (Arbor E&T, LLC)	9.1%	\$ 12,723
Perrine (Youth Co-Op, Inc.)	9.1%	\$ 12,723
Hialeah Downtown (City of Hialeah)	9.1%	\$ 12,723
Homestead (Youth Co-Op, Inc.)	9.1%	\$ 12,723
TOTALS	100.0%	\$ 165,000



8.

SFWIB – Finance Committee

October 21, 2009

Approval to Accept and Allocate Disability Navigator Funds

RECOMMENDATION

SFWIB staff recommends that the Finance Committee recommends to the Board the approval to authorize staff to accept and allocate the Disability Navigator funds as set forth below.

BACKGROUND

On September 10, 2010, Workforce Florida Inc. (WFI) awarded SFWIB an award of \$109,174 in Disability Navigator funds for the period July 1, 2010, to June 30, 2011. The Disability Navigator Program (DPN) Initiative is a joint venture between the Department of Labor and the Social Security Administration. The primary objective of the DPN initiative is to increase the ability of the One-Stop Career Center system to enhance the employability of jobseekers with disabilities and to increase the number of career advancement opportunities available to them.

Staff recommends that the \$109,174 be allocated to SFWIB’s headquarters budget to fund the cost of a full-time position and related operating expenditures.



9.

SFWIB – Finance Committee

October 21, 2010

Approval of a City of Miami Gardens Honors Internship Pilot Project

RECOMMENDATION

SFWIB staff recommends that the Finance Committee recommend to the Board the approval to allocate ARRA WIA youth dollars in an amount not to exceed \$100,000.00 for the period of January 1, 2011, to June 30, 2011, to the City of Miami Gardens to support the Honors Internship Pilot Project.

BACKGROUND

SFWIB has partnered with the City of Miami Gardens to develop an Honors Internship Project to create employment opportunities for young adults residing in the City of Miami Gardens. The project will provide professional work experience for young adults in the field of public administration. During the internship, project participants will work alongside administrators in various Miami Gardens departments.

The Honors Internship Project is scheduled to begin in January 2011 and will target 10 young adults – five high school and five college students. To participate in the project, the young adult must be between the ages of 16 to 21, eligible to work in the United States, comply with all Miami Gardens employment requirements, and meet family and income requirements. Qualified applicants will earn \$10.00 to \$12.00 per hour and work up to 20 hours per week for approximately 32 weeks.

In contracting with the City of Miami Gardens to deliver youth services through the Honors Internship Project, the SFWIB Executive Director is recommending, consistent with Administrative Order No.: 3-38, that the competitive procurement process be waived as that is in the best interests of the SFWIB.