



SFWIB EXECUTIVE COMMITTEE

DATE: August 13, 2015

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

July 9, 2015 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Suite 703

Miami, FL 33126

<p>EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE</p> <ol style="list-style-type: none"> 1. Piedra, Obdulio, <i>Chairman</i> 2. Bridges, Jeff, <i>Vice-Chairman</i> 3. del Valle, Juan Carlos 4. Ferradaz, Gilda 5. Gaber, Cynthia 6. Perez, Andy 	<p>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</p> <ol style="list-style-type: none"> 7. Garza, Maria 8. Gibson, Charles <p>*****</p> <p>SFWIB STAFF</p> <p>Beasley, Rick Alonso, Gustavo Garcia, Christine Graham , Tomara Hernandez, Juan Jean-Baptiste, Antoinette Kavehersi, Cheri Smith, Marian</p>	<p>AUDIENCE:</p> <p>Rodriguez, Maria – <i>Youth Co-Op, Inc.</i></p> <p>Cela, Jose – <i>SER Jobs for Progress, Inc.</i></p>
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Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Chairman Obdulio Piedra called the meeting to order at 8:30am, asked all those present introduce themselves, and noted into record that a quorum had been achieved.

2. A. Approval of June 11, 2014 Meeting Minutes

Vice-Chairman Jeff Bridges moved the approval of June 11, 2014 meeting minutes. Motion seconded by Mr. Andy Perez; **Motion Passed Unanimously**

4. Recommendation as to Approval to Authorize Staff to Draft and Release a RFP for Refugee Employment and Training Services

Chairman Piedra introduced the item. Executive Director Rick Beasley further discussed and read the item into record staff's recommendation for an authorization to draft and release a RFP for Refugee Employment and Training Services.

Ms. Cynthia Gaber moved the approval to authorize staff to draft and release a RFP for Refugee Employment and Training Services. Motion seconded by Mr. Andy Perez; **Motion Passed Unanimously**

5. Recommendation as to Approval to Reallocate Funds from KRA to ResCare, Inc.

Chairman Piedra introduced the item. Mr. Beasley further discussed.

Vice-Chairman Jeff Bridges moved the approval to reallocate funds from KRA to ResCare, Inc. Motion seconded by Mr. Andy Perez; **Further Discussion(s)**:

Mr. Perez asked whether KRA is the entity that took over the career centers managed by Arbor E & T ResCare, LLC (Arbor) and UNIDAD. Mr. Beasley responded, "Yes." Mr. Perez requested staff explain the reason for KRA's decision to not renew its contract with SFWIB/CSSF. Mr. Beasley explained that the entity insisted a cost reimbursement contract. He later reviewed with the Committee a letter from KRA addressed to CSSF. Mr. Perez asked whether Arbor has sufficient funds to continue services. Mr. Beasley responded, "Yes" and further explained. Mr. Perez subsequently asked whether the recent change with KRA affected this region's performance as a whole. Mr. Beasley responded that although this region could have achieved more placements, the recent transition did not affect this region's performance.

Ms. Ferradaz asked whether there would be any impact to services due to the short notice received by KRA. Mr. Beasley responded, "No" and briefly explained staff's alternate plan.

Mr. Perez asked whether Arbor currently manages a career center. Mr. Beasley responded, "Yes" then went on to explain that the entity was recently awarded a contract to manage the Hialeah Career Center.

Mr. del Valle asked whether contractors are allowed to give such short notice regarding termination and/or non-renewal of contracts. He also asked whether there are any safeguards in place. Mr. Beasley further explained.

Ms. Ferradaz inquired about the Request for Proposal (RFP) processes to procure a new service provider. Mr. Beasley explained the temporary period prior to release and completion of RFPs. Then he announced that Arbor will begin its contract on August 1st.

Vice-Chairman Bridges and Ms. Ferradaz requested staff clarify into record the recommendation and Mr. Beasley stated that the recommendation is for Arbor E & T ResCare to begin its contract on August 1st and authorization for staff to release an RFP for Workforce Services Contract.

Mr. Perez asked whether if staff can continue managing the centers until the RFP process is completed and a qualified contractor is identified. Mr. Beasley explained the potential liabilities.

Chairman Piedra inquired about the entity that ranked second during the prior RFPs. Mr. Beasley responded Cuban National Council, Inc.

Vice-Chairman Bridges asked whether there's a policy in place that sets a cap on the maximum number of career centers that a contractor can manage. Mr. Beasley briefly explained the changes to current operations as a result of the new performance based model. Vice-Chairman Bridges subsequently shared his concern regarding the risks involved in a case where a contractor decides to terminate its contract without giving the agency reasonable time to search for a replacement. He stated implementing the policy would minimize the "burden" on CSSF. Mr. Beasley responded that staff will establish a policy based on the recommendation.

Motion Passed with Unanimous Consent

Add-On Item:

6. Recommendation as to Approval of a Work Readiness Skills Employment Training Agreement

Chairman Piedra introduced the item and Mr. Beasley further presented.

Chairman Piedra inquired about the stats for employ Miami-Dade and Mr. Beasley responded that the information was not readily available, but will be provided at a later date.

Mr. Beasley additionally requested an amendment to this item for the use of Community Block Grant (CDBG) dollars (unrestricted dollars).

Mr. Juan Carlos del Valle moved the approval as amended of Workforce Services Contractors. Motion seconded by Mr. Andy Perez; **Motion Passed Unanimously**

[Mr. Andy Perez left the meeting room]

3. Information – PY2014-15 Career Center Performance Update

Chairman Piedra introduced the item. Executive Director Rick Beasley further discussed and reviewed in detail the region's Balanced Score Card report for the period of July 1, 2014 through June 30, 2015.

Chairman Piedra needed explanation on measure number 13 (Employment (Obtained and Direct)) in the individual reports. Mr. Beasley responded this agency is currently at an average 22%. Chairman Piedra further requested information on the difference between "obtained" and "direct." Mr. Beasley explained that there's no significant variances on obtained. SFWIB Programs Manager, Juan Hernandez also explained the goal of becoming a factor to obtained employment. He provided an example of assisting/coaching jobseekers into becoming qualified job candidates.

Vice-Chairman Bridges asked whether assessments are tracked. He gave examples such as résumé writing or résumé enhancements. Mr. Beasley responded, "Yes" and provided additional examples as well.

There was continued discussion.

New Businesses:

- Regional Consolidation briefly discussed by Mr. Beasley
- LaunchCode Updates briefly discussed by Mr. Beasley
- QRT - Chairman Piedra inquired about any efforts made with regards to the Quick Response Training (QRT). Mr. Beasley briefly explained that the Quick Response Training is managed by the State of the Florida and SFWIB Business Services Manager Cheri Kavehersi added that the program is now called "Florida Flex" of which CSSF's minor involvement includes referring companies to the Program Coordinator at Miami-Dade College where they receive assistance with completing applications that are subsequently forwarded to the State. Ms. Kavehersi additionally advised that MDC is currently in the process of recruiting a new coordinator for this program. Chairman Piedra asked how many companies have inquired about the program through this agency and how many were referred to Miami-Dade College. She responded that the information requested was not readily available, but will be provided at a later date. She also advised the majority of companies that took advantage of the Employed Worker Training incentive also applied for "Florida Flex." Chairman Piedra requested an on-going report. (There was continued discussion)
- E-merge and Career Fair discussed by Chairman Piedra
- Job Fair to be held on July 25, 2015 hosted by Congressman Carlos Curbelo, had been discussed by Chairman Piedra

There being no further business to come before the Committee, the Chairman adjourned the meeting a 9:31am.