



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**Executive Committee Meeting  
Thursday, January 12, 2017  
8:15 A.M.**

CareerSource South Florida Headquarters  
7300 Corporate Center Drive  
Conference Room 2  
Miami, FL 33126

### **AGENDA**

1. Call to Order and Introductions
2. Approval Meeting Minutes
  - A. December 8, 2016
3. Informational – 2016-2020 CareerSource South Florida Strategic Operational Plan
4. Recommendation as to Approval to Release a Request for Proposal for the Selection of Workforce Services Providers
5. Recommendation as to Approval to Release a Request for Proposal for the Selection of Youth Services Providers
6. Information – CSSF Performance Report(s) Update

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"Members of the public shall be given a reasonable opportunity to be heard on a specific agenda item, but must register with the agenda clerk prior to being heard."



**SFWIB EXECUTIVE COMMITTEE**

**DATE: January 12, 2017**

**AGENDA ITEM NUMBER: 2A**

**MEETING MINUTES**

**December 8, 2016 at 8:15 A.M**

**CareerSource South Florida Headquarters**

7300 Corporate Center Drive, Conference Room 2

Miami, FL 33126

<p><b>EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE</b></p> <ol style="list-style-type: none"> <li>1. Bridges, Jeff, <i>Chairman</i></li> <li>2. del Valle, Juan Carlos</li> <li>3. Ferradaz, Gilda</li> <li>4. Gaber, Cynthia</li> <li>5. Gibson, Charles</li> </ol>	<p><b>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</b></p> <ol style="list-style-type: none"> <li>6. Perez, Andy, Vice-Chairman</li> <li>7. Garza, Maria</li> </ol> <p>*****</p> <p><b>SFWIB STAFF</b></p> <p>Beasley, Rick (via teleconference)          Almonte, Ivan          Alonso, Gustavo          Garcia, Christine          Graham, Tomara          Jean-Baptiste, Antoinette          Kavehersi, Cheri          Perrin, Yian          Smith, Marian</p>	<p><b>AUDIENCE:</b></p> <p>Rodanes, Carlos – <i>New Horizons of South Florida</i></p>
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Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Chairman Jeff Bridges called the meeting to order at 8:18am and asked all those present introduce themselves. He noted that a quorum of members had been achieved.

**2.A. Approval of November 10, 2016 Meeting Minutes**

Ms. Gilda Ferradaz moved the approval of November 10, 2016. Motion seconded by Ms. Cynthia Gaber; **Motion Passed Unanimously**

**3. Recommendation as to Approval to Authorize SFWIB Staff to Offer a Re-Employment Assistance Incentive**

Chairman Bridges introduced the item. SFWIB Assistant Director Marian Smith further presented and read the item into record.

Mr. Gibson requested additional information on the Re-employment Assistance Incentive and Department of Economic Opportunity Manager, Yian Perrin further explained.

Ms. Gilda Ferradaz moved the approval to authorize SFWIB staff to offer a Re-employment assistance incentive. Motion seconded by Mr. Charles Gibson; **Further Discussion(s):**

Ms. Ferradaz inquired about the funding source for proposed incentives. Executive Director Rick Beasley, who joined the meeting via teleconference, explained that unearned funds initially allocated to providers would be used to fund incentives.

Ms. Ferradaz asked whether the funds are already included in the budget. Mr. Beasley responded, yes.

Mr. Gibson asked whether there was a particular reason as to why providers weren't reaching their individual goals. Mr. Beasley further explained staff's projections.

Ms. Ferradaz inquired about the 85% placement engagement rate and Mr. Beasley further explained. Mr. Beasley noted that the percentages should correspond with the state's numbers.

There was continued discussion regarding engagement rates.

Ms. Ferradaz asked what would happen if we don't achieve the 81% requirement. Mr. Beasley explained that no incentive would be awarded. He further noted that the language/wording will be changed from, "incentive" to "unearned dollars".

**Motion Passed by Unanimous Consent**

**4. Recommendation as to Approval to Authorize SFWIB to offer a Wage Rate Incentive**

Chairman Bridges introduced the item. Ms. Smith further presented and read the item into record.

[Mr. Juan Carlos del Valle arrived]

Ms. Gilda Ferradaz moved the approval to authorize SFWIB to offer a wage rate incentive. Motion seconded by Mr. Charles Gibson; **Further Discussion(s):**

Ms. Ferradaz inquired about the funding source and Mr. Beasley explained that unearned dollars would be used for this incentive as well.

**Motion Passed by Unanimous Consent**

**5. Recommendation as to Approval of the South Florida Workforce Investment Board 2017 Meeting Calendar**

Chairman Bridges introduced the item and Ms. Smith read the item into record.

Mr. Gibson asked whether there has been improvement (higher quorum achievement) in board member attendance since the change in schedule. Mr. Beasley explained there's been a better outcome in attendance. However, he further explained that the Performance Council has challenges in achieving quorum at its scheduled meetings.

Mr. del Valle asked whether feedback was gathered regarding proposed meeting times. Mr. Beasley responded, "Yes," then further explained.

There was continued discussion.

Chairman Bridges recommended gathering feedback from Performance Council members as to which time would be best for all to meet.

Ms. Gaber recommended stressing the importance of being on time to meetings. Chairman Bridges concurred and recommended Mr. Beasley meet with Performance Council members to identify commitment levels.

**Motion Passed by Unanimous Consent**

Chairman Bridges requested outlook calendar invitations be sent to all members. Mr. Beasley assured that staff would send out calendar invites, once the schedule is approved by the full Board.

**New Business(es):**

Mr. Beasley gave an update on the following:

- ✓ Criminal Justice Reform Initiatives
  - State Tax Credit Program;
  - Unlimited Expungement on Arrests; and other related initiatives

There being no further business to come before the Committee, the meeting adjourned at 8:53am.



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 1/12/2017

**AGENDA ITEM NUMBER:** 3

**AGENDA ITEM SUBJECT:** 2016-2020 STRATEGIC GOALS OPERATIONAL PLAN UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval authorizing staff to release a Request for Proposal (RFP) to provide Workforce Services for Program Year (PY) 2017-2018, as set forth below.

**STRATEGIC GOAL:** **STRENGTHEN THE ONE-STOP DELIVERY SYSTEM**

**STRATEGIC PROJECT:** **Enhance CSSF performance system**

**BACKGROUND:**

At its April 21, 2016 meeting, the SFWIB approved six new strategic goals. The goals are expected to influence future discussions and decisions:

1. Goal: Continue to Be the Premier National Provider of Employment and Career Services
2. Goal: Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery
3. Goal: Improve Services for Individuals with Barriers to Employment
4. Goal: Continue Dedicated Commitment to Youth Participation in the 21st Century Economy
5. Goal: Leverage Demand-Driven Management/Control Tools to Achieve Strong Performance with a High Return on Investment
6. Goal: Continue to Be a High-Performing Board with Strong Workforce System Leadership

At the May 12, 2016 Executive Committee meeting, the 2016-20 Strategic Plan was presented to Committee members for additional input. SFWIB staff incorporated the Committee's comments and finalized the operational plan.

In an effort to assist in implementing the strategies and initiatives that will accomplish the six strategic goals, SFWIB staff developed a tracking tool. The Strategic Goal Operation Plan Monitoring Tool assists staff when tracking which strategies have been utilized, address those yet to be implemented, and the overall progress in achieving the strategic goals.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

**GOAL 1 - Build A Demand Driven System with Employer Engagement**

#	BOARD MEETING DATE	AGENDA ITEM SUBJECT	AGENDA ITEM TYPE	RECOMMENDATION TYPE	STRATEGY	PERFORMANCE OUTCOMES						
						FUNDING		NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL	
1	08/18/13	The FSMSDC Business Resource Lab	Approval	Initiative	Partner with Economic Development	N/A	N/A	N/A	N/A	N/A	N/A	
2	10/20/16	Salesforce Buisness Survey Report	Informational	Initiative	Engage Employers and Seek Continuous Feedb	N/A	N/A	N/A	N/A	N/A	N/A	
3	12/15/16	2017 SFWIB Meeting Calendar	Approval	Policy	National Leader in an ROI-Focused Enterprise	N/A	N/A	N/A	N/A	N/A	N/A	
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**GOAL 2 - Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery**

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**GOAL 3 - Improve Services for Individuals with Barriers**

#	BOARD MEETING DATE	AGENDA ITEM SUBJECT	AGENDA ITEM TYPE	RECOMMENDATION TYPE	STRATEGY	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	06/23/16	Hospitality Certification Training (Wolfson)	Approval	Programmatic	Improve Employment Outcomes	\$ 208,500.00	150		\$ 1,390.00	\$13.96	
2	06/23/16	Hospitality Certification Training (Homestead)	Approval	Programmatic	Improve Employment Outcomes	\$ 150,000.00	100		\$ 1,500.00	\$12.87	
3	06/23/16	Culinary Skills Training	Approval	Programmatic	Improve Employment Outcomes	\$ 188,000.00	80		\$ 2,350.00	\$12.87	
4	08/18/16	United Way Mission United Program	Approval	Programmatic	Strengthen the Partnership with WIOA Required Partners	\$ 175,000.00	100		\$ 3,500.00	\$7.24	
5	08/18/16	Construction Technology and Forklift Training	Approval	Programmatic	Improve Employment Outcomes	\$ 97,905.00	100		\$ 1,399.00	\$19.06	
6	08/18/16	Construction Technology Training	Approval	Programmatic	Improve Employment Outcomes	\$ 101,436.00	120		\$ 1,208.00	\$22.24	
7	08/18/16	Private Security Officer Training	Approval	Programmatic	Improve Employment Outcomes	\$ 138,054.00	200		\$ 986.00	\$25.49	
8	10/20/16	2016-17 Refugee Employment & Training Funds	Approval	Programmatic	Improve Employment Outcomes	\$ 15,022,250.00	N/A	N/A	N/A	N/A	N/A
9	10/20/16	TechHire Initiative for Overtown	Approval	Initiative	Close the Digital Skills Gap	\$ 134,100.00	18		\$ 8,940.00	\$2.48	
10	10/20/16	Transportation & Support Services Funds to Transitions, Inc.	Approval	Programmatic	Strengthen Workforce System Accountability	\$ 13,000.00	N/A	N/A	N/A	N/A	N/A
11	10/20/16	Career Pathways Reentry Training Program	Approval	Initiative	Expand Career Exploration and Pathways Programs	\$ 250,000.00	378		\$ 660.50	\$19.37	
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<b>Total:</b>						<b>\$ 16,478,245.00</b>	<b>0</b>	<b>\$ 21,933.50</b>	<b>\$135.58</b>	<b>\$0.00</b>	



**GOAL 4 - Dedicated Commitment to Youth Participation**

#	BOARD MEETING DATE	Agenda Item Subject	Agenda Item Type	RECOMMENDATION TYPE	Strategy	PERFORMANCE OUTCOMES							
						FUNDING		NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS		RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL		
1	06/23/16	Take Stock In Children Scholarship (TSIC) Program Funding	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 1,058,098.00	50		\$ -				
2	06/23/16	PACE Center For Girls, Inc. Pilot Education and Training Program	Approval	Programmatic	Expand Career Exploration and Pathways Programs	\$ 266,000.00	127		\$ -				
3	06/23/16	Fit2Lead Park Internship Program	Approval	Programmatic	Expand Career Exploration and Pathways Programs	\$ 100,000.00	24		\$ -				
4	06/23/16	Showcasing Aviation For Empowering Education (SAFE) Aviation Summer Program	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 2,000.00	37		\$ -				
5	06/23/16	2016-2017 Youth Services Contractors Renewal	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A		
6	08/18/16	Future Bankers Training Program	Approval	Programmatic	Expand Career Exploration and Pathways Programs	\$ 100,000.00	N/A	N/A	N/A	N/A	N/A		
7	08/18/16	US Conference of Mayors Dollarwise Campaign	Approval	Initiative	Expand Career Exploration and Pathways Programs	\$ 6,000.00	N/A	N/A	N/A	N/A	N/A		
8	08/18/16	Summer Youth Employment Program	Informational	Programmatic	Expand Career Exploration and Pathways Programs	N/A	N/A	N/A	N/A	N/A	N/A		
9	08/18/16	The National Flight Academy	Informational	Programmatic	Joint Contribution for Youth Career Pathways Models	N/A	N/A	N/A	N/A	N/A	N/A		
10	10/20/16	Employ Miami Dade Initiative	Approval	Initiative	Expand Career Exploration and Pathways Programs	\$ 350,000.00	170		\$ 2,063.00	\$8.80			
11	10/20/16	Take Stock In Children Scholarship (TSIC) Program Funding	Approval	Initiative	Maximizing Collaborative Partnerships	\$ 175,000.00	N/A	N/A	N/A	N/A	N/A		
12	12/15/16	DJ Youth Offender Pilot Project	Approval	Programmatic	Expand Career Exploration and Pathways Programs	N/A	N/A	N/A	N/A	N/A	N/A		
13	12/15/16	Youth High Poverty Area Recruitment Policy	Approval	Policy	Improve Service Delivery and Outcomes	N/A	N/A	N/A	N/A	N/A	N/A		
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GOAL 5 - High ROI Through Continuous Improvement

#	BOARD MEETING DATE	Agenda Item Subject	Agenda Item Type	RECOMMENDATION TYPE	Strategy	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENTS	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	06/23/16	Fiscal Year 2016-17 Budget	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
2	06/23/16	Related Party Training Vendor Agreements	Approval	Policy	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
3	06/23/16	New Training Providers and Programs	Approval	Policy	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
4	06/23/16	ITA Policy	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
5	06/23/16	LaunchCode Apprenticeship Program	Approval	Programmatic	Emphasize work-based learning and training	\$ 250,000.00		25	\$ 10,000.00		
6	06/23/16	2016-2017 Subsequent Eligibility of Training Providers	Approval	Policy	Enhance CSSF Performance System	N/A	N/A	N/A	N/A	N/A	N/A
7	06/23/16	2016-2017 Workforce Services Contractors Renewal	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
8	06/23/16	TANF Required Participation Rate Adjustment and Contract Renewal Requirements	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
9	08/18/16	New Training Providers and Programs	Approval	Policy	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
10	08/18/16	Refugee Services Contractors	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
11	12/15/16	Re-Employment Assistance Incentive	Approval	Programmatic	Improve Employment Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
12	12/15/16	Wage Rate Incentive	Approval	Programmatic	National Leader in an ROI-Focused Enterprise	N/A	N/A	N/A	N/A	N/A	N/A
13	12/15/16	New Training Vendors and Programs	Approval	Policy	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
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<b>Total:</b>						<b>\$ 250,000.00</b>		<b>25</b>	<b>\$ 10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Goal 6 - Strong Workforce System Leadership**

#	BOARD MEETING DATE	Agenda Item Subject	Agenda Item Type	RECOMMENDATION TYPE	Strategy	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENTS	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	10/20/16	Acceptance of TANF Funds	Approval	Programmatic	Emphasize Work-based Learning and Training	\$ 22,392.27	N/A	N/A	N/A	N/A	N/A
2	12/15/16	IT Penetration Audit Service	Approval	Policy	Strengthen Workforce System Accountability	\$ 56,050.00	N/A	N/A	N/A	N/A	N/A
3	12/15/16	2015-16 Fiscal Audit	Approval	Policy	National Leader in an ROI-Focused Enterprise	N/A	N/A	N/A	N/A	N/A	N/A
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**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 1/12/2017

**AGENDA ITEM NUMBER:** 4

**AGENDA ITEM SUBJECT:** RECOMMENDATION AS TO APPROVE THE AUTHORIZATION FOR CSSF STAFF TO RELEASE AN RFP FOR THE SELECTION OF WORKFORCE SERVICE PROVIDERS

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval authorizing staff to release a Request for Proposal (RFP) to provide Workforce Services for Program Year (PY) 2017-2018, as set forth below.

**STRATEGIC GOAL:** **STRENGTHEN THE ONE-STOP DELIVERY SYSTEM**

**STRATEGIC PROJECT:** **Enhance CSSF performance system**

**BACKGROUND:**

The current Workforce Services Providers were competitively procured to provide Workforce Services in Workforce Development Area 23 for PY 2014 to 2015. Pursuant to certain contract language allowing renewal contingent on availability of funds for up to two program years, those Service Providers also delivered Workforce Services for PY2015 to 2016. The current Workforce Services contracts were renewed a final year for PY2016 to 2017 and will expire on June 30, 2017.

Therefore, staff recommends to the Executive Committee to recommend to the Board the approval for staff to issue a RFP to solicit Workforce Services for PY2017 to 2018.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 1/12/2017

**AGENDA ITEM NUMBER:** 5

**AGENDA ITEM SUBJECT:** RECOMMENDATION AS TO APPROVE THE AUTHORIZATION FOR STAFF TO RELEASE AN RFP FOR THE SELECTION OF YOUTH SERVICE PROVIDERS

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB Staff recommends to the Executive Committee to recommend to the Board the approval to authorize staff to release a Request for Proposal (RFP) to provide Workforce Innovation and Opportunity Act (WIOA) Youth Services for Program Year (PY) 2017-2018, as set forth below.

**STRATEGIC GOAL:** **DEDICATED COMMITMENT TO YOUTH PARTICIPATION**

**STRATEGIC PROJECT:** **Enhance CSSF performance system**

**BACKGROUND:**

The current Youth Services Providers were competitively procured to provide Youth Services in Workforce Development Area 23 for PY 2014 to 2015. Pursuant to certain contract language allowing renewal contingent on availability of funds for up to two program years, those Youth Service Providers also delivered In-School and Out-of-School services to Youth for PY 2015 to 2016. The current Youth Services contracts were renewed a final year for PY 2016 to 2017 and will expire on June 30, 2017.

Therefore, staff recommends that the Executive Committee recommend to the Board the approval for staff to issue a RFP to solicit Youth Services for PY2017 to 2018.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 1/12/2017

**AGENDA ITEM NUMBER:** 6

**AGENDA ITEM SUBJECT:** CSSF PERFORMANCE REPORT(S) UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **STRENGTHEN THE ONE-STOP DELIVERY SYSTEM**

**STRATEGIC PROJECT:** **Maximizing collaborative partnerships**

**BACKGROUND:**

CSSF staff has identified number operational deficiencies to maintain performance compliance with Florida Department of Economic Opportunity. In an effort to improve Career Center operations and Balance Scorecard performance, CSSF staff have modified and/or developed several performance reports. The following are a list of the CSSF reports:

- DJPs with Incomplete Registration
- Employed Miami-Dade Summary
- Placement Verification Report
- WIOA Exit Report

The reports were designed to assist the Career Center providers improve customer service and performance. Through the efforts of the Performance Improvement Teams (PIT), the Workforce Services Contractors and SFWIB staff continues to work diligently to enhance the quality of the Workforce Services delivery system and overall performance improvement.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*