



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**Executive Committee Meeting**

**THURSDAY, May 10, 2018**

**8:00 A.M.**

CareerSource South Florida Headquarters

7300 Corporate Center Drive

Conference Room 2

Miami, Florida 33126

### **AGENDA**

1. Call to Order and Introductions
2. Approval of Finance and Efficiency Council Meeting Minutes
  - A. March 8, 2018
3. Recommendation as to Approval to Allocate funds for the City of Miami Gardens Summer Youth Employment Program
4. Recommendation as to Approval to Allocate funds for the City of Homestead Summer Youth Employment Program
5. Recommendation as to Approval to Allocate funds to extend the National Emergency Grant Program
6. Recommendation as to Approval to Allocate funds for the National Flight Academy
7. Recommendation as to Approval to Deobligate National Emergency Grant Funds

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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: May 10, 2018**

**AGENDA ITEM NUMBER: 2A**

**MEETING MINUTES**

**March 8, 2018 at 8:15 A.M**

**CareerSource South Florida Headquarters**

7300 Corporate Center Drive, Conference Room 2

Miami, FL 33126

<b>EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</b>	<b>AUDIENCE:</b>
<ol style="list-style-type: none"> <li>1. Perez, Andy, Vice-Chairman</li> <li>2. del Valle, Juan Carlos</li> <li>3. Ferradaz, Gilda</li> <li>4. Gibson, Charles</li> </ol>	<ol style="list-style-type: none"> <li>5. Bridges, Jeff, <i>Chairman</i></li> <li>6. Garza, Maria</li> </ol> <p><b>SFWIB STAFF</b></p> <p>Beasley, Rick            Almonte, Ivan            Garica, Christine            Gilbert, David            Graham, Tomara            Jean-Baptiste, Antoinette            Kavehersi, Cheri            Perrin, Yian            Smith, Marian            Smith, Robert</p>	<p><i>Gonzalez, Monica – New Horizons of South Florida</i></p> <p><i>Martinez, Lisa – Miami-Dade County Public Schools(M-DCPS)</i></p> <p><i>Rodanes, Carlos – New Horizons of South Florida</i></p>

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Vice-Chairman Andy Perez called the meeting to order at 8:24am, asked all those present introduce themselves.

[Mr. Juan Carlos del Valle arrived and introduced himself; **Quorum Achieved**]

**2. Approval of Meeting Minutes of February 8, 2018**

Ms. Gilda Ferradaz moved the approval of February 8, 2018 meeting minutes. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

**3. Information – Workforce Services Contract Modifications**

Vice-Chairman Perez introduced the item and Mr. Beasley further presented.

Mr. Gibson inquired about potential funding impact. Mr. Beasley explained that the three factors of funding are not based on placements but rather areas of substantial unemployment. Mr. Gibson requested additional details on significances and Mr. Beasley further explained.

There was continued discussion related to substantial unemployment.

Mr. Beasley provided updates on the possibility of automating CSSF's monitoring tools.

He also provided updates on hosting a webinar with the state of Nevada.

Vice-Chairman Perez inquired about potential areas of improvement staff observed during the months direct services had been provided. Mr. Beasley explained the various areas of improvement such as the following:

- Performance Efficiency
- Coding Structure
- Data Entry Issues

Vice-Chairman Perez asked whether if the centers are seeing a different type of population and whether if board policies are currently aligned with the current needs.

Mr. Beasley briefly shared that there has been some improvements in the quality of referrals, case management documentation, as well as center staff Tier 1 certification statuses. He stressed the importance of being able to manage a center efficiently and he gave an example of direct job placement goals.

Mr. Gibson requested timeline details on when CSSF began providing direct services temporarily. Mr. Beasley explained that direct services began in October/December of 2017. However, he shared that the goal is to discontinue direct services and contract out as traditionally done in the past.

There was continued discussion.

Mr. Beasley continued his discussion by providing updates on the number of referrals and direct job placements. He further advised that training would be provided to center staff sometime this month (March 2018).

There was continued discussion.

Mr. Gibson inquired about future goals for centers where direct services are currently being provided by CSSF. Mr. Beasley further explained.

Mr. Beasley explained the three factors of unemployment.

There was continued discussion.

Mr. Beasley further explained the potential impact.

There was brief discussion related to customer service design strategy.

#### **4. Information – Mental Health Champion Award**

Vice Chairman Perez introduced the item and Mr. Beasley further presented.

He further explained the importance of changing the cultural mindsets in order to receive higher performances.

Mr. Beasley requested information from newly promoted SFWIB Assistant Director Christine Azor on statement of work. Ms. Azor responded that she has been working with Quality Assurance Supervisor, Frances Gonzalez to provide an update. She assured that an update would be provided prior to the next scheduled board meeting.

Mr. Gibson asked whether if Anthony Brunson, PA would evaluate the results and Mr. Beasley explained.

Chairman Bridges asked whether if sampling would be conducted and Mr. Beasley further explained. He later inquired about frequency and Mr. Beasley provided details.

Mr. Beasley asked SFWIB Adult Programs Manager David Gilbert to clarify whether if staff assistance services were credited. Mr. Gilbert further explained.

Chairman Bridges briefly commented about not having “any issues.”

Mr. Beasley briefed the Committee on the latest news regarding current allegations in Hillsboro County – Tampa Bay Local Workforce Board. There were questions regarding the accuracy of the articles that were written. Chairman Bridges explained.

#### **Mr. Beasley further noted the below changes that will be made:**

1. Modify report that allows CSSF to analyze the days of service
2. Current Surveys

There was continued discussion.

Ms. Ferradaz asked whether if regions get penalized for counting placements only once (one time).

Chairman Bridges and Mr. Beasley further explained.

Ms. Garza asked whether if the State of Florida requested a report showing comparison in numbers across regions. Mr. Beasley further explained. Ms. Garza briefly commented that some entities would rather see larger totals.

There was continued discussion.

The Council inquired about a timeline for center services contracts. Mr. Beasley explained that a Request for Proposals (RFPs) would be released prior to the next scheduled board meeting.

**5. Information – Together for Children Initiative**

Vice-Chairman Perez introduced the item. Mr. Beasley further presented then introduced Assistant Superintendent Ms. Lisa Martinez of Miami-Dade County Public Schools who appeared before the Committee and presented.

Mr. Beasley commended Ms. Martinez on her presentation.

There was continued discussion.

Mr. Beasley later noted that he's requesting CSSF staff to participate at future coalition meetings.

Ms. Ferradaz noted into record the primary goal is to maximize all available resources and realign current investments.

Mr. Beasley briefly discussed talent development and pre-apprenticeship programs.

**6. Recommendation as to Approval to Allocate funds for the city of Miami Gardens Summer Youth Employment Program**

Vice-Chairman Andy Perez introduced the item and Mr. Beasley further presented.

Mr. Juan Carlos del Valle moved the approval to allocate funds for the City of Miami Gardens Summer Youth Employment Program. Motion seconded by Mr. Charles Gibson;

**Further Discussion(s):**

Mr. Gibson asked whether if this item had been approved at a prior meeting. Mr. Beasley explained that the prior item detailed the approval to accept funds. However, this item is for the approval to allocate the accepted funds.

Mr. Gibson asked whether if Adults Mankind Organization, Inc. (AMO) managed the program in prior years. Mr. Beasley responded, "Yes" and provided details. Mr. Gibson inquired about AMO's performance history and Mr. Beasley provided updates.

**Motion Passed Unanimously**

**7. Recommendation as to Approval to Allocate funds for the City of Homestead Summer Youth Employment Program**

Vice-Chairman Perez introduced the item and Mr. Beasley further presented.

Vice-Chairman Perez requested a status on board member Lovey Clayton's request for a similar program in Florida City. Mr. Beasley explained that he's scheduled to meet with Florida City Mayor.

Mr. Juan Carlos del Valle moved the approval to allocate funds for the City of Homestead Summer Youth Employment Program. Motion seconded by Mr. Charles Gibson; Motion Passed Unanimously

**New Business(es):**

Mr. Beasley provided updates on the following:

- Department of Economic Opportunity's request for an Economic Summit in June 2018 (Vice-Chairman Perez requested an invitation be extended to MTS Solutions President, Mr. Al Stimac to attend the Summit)
- Launch of an Apprenticeship Program in the Florida Keys

There being no further business to come before the Committee, the meeting adjourned at 9:32am.



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 5/10/2018

**AGENDA ITEM NUMBER:** 3

**AGENDA ITEM SUBJECT:** APPROVAL TO ALLOCATE FUNDS TO ADULT MANKIND ORGANIZATION

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

**RECOMMENDATION:** SFWIB staff recommends to the the Executive Committee to authorize SFWIB staff to allocate \$300,000 funds to Adult Mankind Organization for the Summer Youth Employment Program, as set forth below.

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

**STRATEGIC PROJECT:** **Emphasize work-based learning and training**

### **BACKGROUND:**

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the Summer Youth Employment Program (SYEP) for the City of Miami Gardens, SFWIB staff is requesting authorization from the SFWIB Executive Committee to allocate funds to Adult Mankind Organization in amount not to exceed \$300,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

The City of Miami Gardens City Council, under the leadership of Mayor Oliver Gilbert, agreed to enter into a partnership with the SFWIB to provide employment opportunities to up to 173 youth residents of Miami Gardens. The SFWIB will provide summer job opportunities for youth between the ages of 15 to 18. Youth enrolled in the program will also receive employability skills training.

As part of the partnership, the City of Miami Gardens will provide \$150,000 to the SFWIB toward the program; and the SFWIB will provide matching funds of \$150,000 in Temporary Assistance for Needy Families (TANF) funds. This program will provide Miami Gardens' future workforce career exposure within local businesses, public sector, and community-based organizations.

Adult Mankind Organization will be responsible for administering the program, which includes payroll, recruitment, job placement, and work readiness training for the youth participants.

**FUNDING:** City of Miami Gardens and Temporary Assistance for Needy Families (TANF)

**PERFORMANCE:** N/A

*ATTACHMENT*





## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 5/10/2018

**AGENDA ITEM NUMBER:** 4

**AGENDA ITEM SUBJECT:** APPROVAL TO ALLOCATE FUNDS TO YOUTH CO-OP, INC.

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

**RECOMMENDATION:** SFWIB staff recommends to the the Executive Committee to authorize SFWIB staff to allocate \$150,000 funds to Youth Co-Op, Inc. for the Summer Youth Employment Program, as set forth below.

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

**STRATEGIC PROJECT:** **Emphasize work-based learning and training**

### **BACKGROUND:**

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the Summer Youth Employment Program (SYEP) for the City of Homestead, SFWIB staff is requesting authorization from the SFWIB Executive Committee to allocate funds to Youth Co-Op, Inc. in amount not to exceed \$150,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

The City Council of the City of Homestead agreed to enter into a partnership with the South Florida Workforce Investment Board (SFWIB) to provide employment opportunities to up to 86 youth residents of Homestead. The SFWIB will provide summer job placement for youth between the ages of 15 to 18.

As part of the partnership, the City of Homestead will provide \$50,000 in general revenue to the SFWIB toward the program; and the SFWIB will provide \$100,000 in Temporary Assistance for Needy Families (TANF) funds. The program is designed to provide entry-level positions with local businesses, public sector, and community-based organizations to the City of Homestead's future workforce. The youth participants will earn \$9.00 per hour for a total of 140 hours, 20 of which are for work readiness training.

Youth CO-OP, Inc. will be responsible for administering the program, which includes payroll, recruitment, job placement, and work readiness training for the youth participants.

**FUNDING:** City of Homestead and Temporary Assistance for Needy Families (TANF)

**PERFORMANCE:** N/A

*ATTACHMENT*



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 5/10/2018

**AGENDA ITEM NUMBER:** 5

**AGENDA ITEM SUBJECT:** NATIONAL EMERGENCY GRANT (NEG) EXTENSION

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

**RECOMMENDATION:** SFWIB staff recommends to the the Executive Committee to authorize SFWIB staff to to allocate an amount not to exceed \$330,012 in additional National Emergency Grant funds to the City of North Miami and the City of Opa-Locka, as set forth below.

**STRATEGIC GOAL:** **STRONG WORKFORCE SYSTEM LEADERSHIP**

**STRATEGIC PROJECT:** **Improve service delivery outcomes**

### **BACKGROUND:**

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the National Emergency Grant Program for the City of North Miami and the City of Opa Locka, SFWIB staff is requesting authorization from the SFWIB Executive Committee to allocate funds to the Cities of North Miami and Opa Locka in amount not to exceed \$330,012. The Executive Committee will recommend to the SFWIB to ratify the approval action.

At the December 14, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) accepted and approved the National Emergency Grant (NEG) award of up to \$4,571,292. The Hurricane Irma Disaster Relief Employment Assistance Program served to recruit and provide temporary employment opportunities under the NEG, as requested by local municipalities. The funds were allocated based on recovery needs requested by various municipalities throughout Miami Dade and Monroe counties.

The City of North Miami and the City of Opa Locka are requesting additional NEG funding to accommodate a work extension for residents in their respective programs. The extension allows the NEG participants to remain employed for another two months. The request is the result of an assessment that was conducted, which determined there is still work to be completed. The extension will result in an additional 320 hours of service for each municipality.

The additional \$330,012 consists of the following:

City of North Miami  
Residents Presently Employed: 28  
Cost: \$111,612

City of Opa Locka  
Residents Presently Employed: 30  
Cost: \$218,400

The allocations will be made from the original \$4,571,292 award in NEG funding. The additional funds, will allow participants to continue their employment by assisting with clean-up, humanitarian and restoration activities in the municipalities.

**FUNDING:** National Emergency Grant Funds

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 5/10/2018

**AGENDA ITEM NUMBER:** 6

**AGENDA ITEM SUBJECT:** NATIONAL FLIGHT ACADEMY PROGRAM

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

**RECOMMENDATION:** SFWIB staff recommends to the the Executive Committee to authorize SFWIB staff to to allocate an amount not to exceed \$130,000 to Temporary Assistnace for Needy Families (TANF) Program fundind to support the National Fligh Academy Program.

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

**STRATEGIC PROJECT:** **Expand career exploration pathway programs**

**BACKGROUND:**

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the National Flight Academy, SFWIB staff is requesting authorization from the SFWIB Executive Committee to allocate funds in amount not to exceed \$130,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

The National Flight Academy's mission is to inspire and educate future generations of leaders through positive exposure to Naval Aviation. The program blends the dulture and excitement of Aviation with 21st century technology and core competencies in an exclusive, entertaining and engaging immersive environment to provide a learning adventure with a lasting impact. Through the application of Science, Technology, Engineering, and Mathematical (STEM) concepts in a non-class learning environment, students gain confidence in themselves and their ability to pursue career pathways in these fields of study.

Attendance at this academy for students for participants of CareerSource South Florida's Youth Programs to broaden their perspective on future career pathways in the Aerospace Industry while also developing leadership skills and enhancing academy proficiency in preperation for their future as productive citizens and leaders. In building the capacity to allign career education, develop career pathways and expose students to STEM occupations, the SFWIB has developed the following partnerships:

- Miami-Dade County Public Schools, Miami Dade College, and Florida Memorial University
- Experience Aviation, ICare, Kiwanis Club, Mexican American Council, 100 Black Men of South Florida, Take Stock In Children
- AAR and Boeing Aviation
- Miami-Dade County, Federal Aviation Administration, Miami International Airport
- One Community One Goal Aviation Committee -- Beacon Council

Through dedication and funding of the South Florida Workforce Investment Board, High School students have immersed themselves in Science, Technology, Engineering and Mathematics (STEM) learning through the National Flight Academy - Explore Ambition Program (NFA) in the summer of PY 2013-2014 and PY 2013-2014. Funding covers the cost for tuition, classroom materials, T-Shirts, Room and Board on the Naval Base, Meals (Breakfast, Lunch, Dinner and Snacks), 24-hour security, field trips and Academics for students to participate in STEM disciplines through the NFA Aviation Program

A total up to 150 students will participate. The students will visit the NFA during the school Summer Break, June 20-24, 2018.

In the following procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A Two-Thirds (2/3) vote of a quorum present is required to waive the competitive procurement process and award National Flight Academy, an allocation not to exceed \$130,000 in Temporary Assistance To Needy Families (TANF) funds to support the National Flight Academy Program cost.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 5/10/2018

**AGENDA ITEM NUMBER:** 7

**AGENDA ITEM SUBJECT:** DEOBLIGATION OF NATIONAL EMERGENCY GRANT FUNDS FOR HURRICANE IRMA.

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

**RECOMMENDATION:** SFWIB staff recommends to the the Executive Committee to authorize SFWIB staff to de-obligate \$2,000,000 spending authority in the National Emergency Grant funds, as set forth below.

**STRATEGIC GOAL:** **STRONG WORKFORCE SYSTEM LEADERSHIP**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

**BACKGROUND:**

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the SFWIB operations of the National Emergency Grant (NEG), SFWIB staff is requesting authorization from the SFWIB Executive Committee to de-obligate spending authority for NEG funds in amount not to exceed \$2,000,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

On December 14, 2017, the South Florida Workforce Investment Board (SFWIB) approved to accept an initial allocation of \$4,571,292 in National Emergency Grant funds from the United States Department of Labor through the Florida Department of Economic Opportunity (DEO). The funds were awarded in response to the devastation caused by Hurricane Irma to Local Workforce Development Area (LWDA) 23.

In the case of a natural disaster, the purpose of the funding is to create temporary employment to assist with clean-up and restoration activities in LWDA 23. Subsequently, the funds were awarded to various municipalities in Miami-Dade and Monroe counties.

SFWIB staff received a request from DEO to voluntarily de-obligate spending authority under the National Emergency Grant Funds. DEO made the request due to a number of Regional Workforce Boards have expended their NEG allocation. The SFWIB agreed to de-obligate \$2,000,000 in spending authority. However, if the SFWIB finds that additional funds are needed in order to complete the clean-up and restoration project, a request for additional spending authority can be requested.

**FUNDING:** National Emergency Grant- Workforce Innovation and Opportunity Act National Dislocated Worker

**PERFORMANCE:** N/A

*NO ATTACHMENT*