



**SFWIB EXECUTIVE COMMITTEE**

**DATE: September 13, 2018**

**AGENDA ITEM NUMBER: 2A**

**MEETING MINUTES**

**August 9, 2018, 2015 at 9:00 A.M**

**CareerSource South Florida Headquarters**

7300 Corporate Center Drive, 1<sup>st</sup> floor conference room

Miami, FL 33126

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	AUDIENCE:
<ol style="list-style-type: none"> <li>1. Bridges, Jeff, <i>Chairman</i></li> <li>2. Andy Perez, <i>Vice-Chairman</i></li> <li>3. Del Valle, Juan Carlos</li> <li>4. Ferradaz, Gilda</li> <li>5. Garza, Maria</li> <li>6. Gibson, Charles</li> </ol>	<p>*****</p> <p><b>SFWIB STAFF</b></p> <p>Beasley, Rick            Almonte, Ivan            Garcia, Christine            Gilbert, David            Jean-Baptiste, Antoinette            Kavehershi, Cheri            Perin, Yian            Smith, Marian            Smith, Robert</p>	<p>Lozano, Monica –  <i>Florida Vocational            Institute</i></p>

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

SFWIB Chairman Bridges called the meeting to order at 8:22am, asked all those present introduced themselves and noted that a quorum of members had been achieved.

**2. A. Approval of Executive Committee Meeting Minutes of June 14, 2018 and July 12, 2018**

Chairman Bridges introduced the item and noted a scrivener's error into record. He requested item number two of the agenda cover be changed to read " Executive Committee Meeting Minutes" in replace of "Finance and Efficiency Council Meeting Minutes".

Vice-Chairman Perez moved the approval of June 14, 2018 and July 12, 2018 meeting minutes as amended. Motion seconded by Ms. Gilda Ferradaz; Motion Passed as Amended

**3. Information – Office of Inspector General Final Audit Report Update**

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

Mr. Gibson inquired about an audit finding noted in the report for Arbor E & T, ResCare, Inc. He wanted to know how the entity would reimburse for the disallowances. Mr. Beasley responded that the amount had been paid already.

Ms. Ferradaz asked whether if this was as standardized process. Mr. Beasley provided details.

He continued with his review and discussion of the audit report.

Mr. Gibson inquired about the mass recruitment verification process notated in the audit report. Adult Programs Manager David Gilbert provided details on the validation processes. Mr. Gibson additionally inquired about the forms that were used. Mr. Gilbert explained.

Adults Program Supervisor Robert Smith provided additional details.

There was continued discussion.

Chairman Bridges inquired about the consequences of not paying the amount owed. Mr. Beasley provided details.

SFWIB Finance Assistant Director Christine Azor later confirmed the \$12,000 had been paid in full by Youth Co-Op, Inc. Mr. Beasley asked whether if this had been reviewed by Quality Assurance Coordinator Frances Gonzalez. She responded, "Yes".

Mr. Beasley provided further details.

Ms. Garza requested confirmation that the contract clearly reads, “per site” not “per agency”. Mr. Beasley explained that each center has a separate contract. He additionally noted that the placements must be assigned by the originated center.

There was continued discussion.

Ms. Garza asked whether if there are recommendations in addition to the four that were discussed. Mr. Beasley provided further details and current data.

Chairman Bridges inquired about the job orders and Mr. Beasley provided details on ensuring consistency validating the full time jobs available.

She asked whether if this was a company-wide process with regards to placements and Mr. Beasley provided details.

They inquired about the amount of hours and noted a total of 12.

Chairman Bridges inquired about job orders and Mr. Beasley provided further details.

Ms. Garza inquired about any follow-ups.

Ms. Ferradaz inquired about an updated response. Mr. Beasley provided details.

Vice-Chairman Perez asked whether if Youth Co-Op, Inc. has made any personnel changes since the release of the audit report. Mr. Beasley provided further details on Youth Co-Op, Inc.’s efforts.

He later asked whether if anyone had been terminated. Mr. Beasley responded, “No”.

Ms. Garza inquired about the number of contracts Arbor E & T, ResCare currently has with CSSF. Mr. Beasley provided details. He additionally shared that the State of Florida has no issues with CSSF’s current data. He provided further details.

Mr. Beasley continued with his discussion and presentation.

Ms. Ferradaz inquired about the standard processes and Mr. Beasley provided further details.

Ms. Garza inquired about the year Florida Regions officially transitioned from performance based to cost reimbursement and Mr. Beasley responded in 2014/2015 program year. Ms. Garza shared her concern as to whether proper training had been conducted internally.

Ms. Garza shared her additional concerns regarding the audit report. Mr. Beasley shared that the State of Florida has no issues with the outcome of the current data.

There was continued discussion regarding the possibility of “cleaning house”.

Mr. Beasley noted it's a lot easier to provide assistance to contractors that humble themselves and admit to their mistakes. He briefed the Committee on his recent meeting with Youth Co-Op, Inc.'s board chairman.

Ms. Garza noted into record that contractors are welcome to share their concerns to the Board. Vice-Chairman Perez noted the process of requesting to speak before the Board. Mr. Beasley explained the restrictions.

Chairman Bridges shared his view regarding the process of adapting to changes in life. He continued to share his concerns regarding the many challenges CSSF contractors face with transitioning their business processes from cost reimbursement to performance based.

Mr. Beasley also shared his feedback regarding the current challenges at the centers. He gave examples of the various challenges and how staff has been offering assistance.

Chairman Bridges suggested a better way for an overhaul process. He also advised seeking alternatives.

Mr. Smith presented information on sustainable wages.

Mr. Beasley continued with his presentation.

Ms. Garza shared her view of traditional jobs versus the newly trended careers that job seekers are currently seeking.

4. **Information – TechHire Summer Boot Camps Program Update**
5. **Information – Miami-Dade County Summer Youth Internship Program Update**

Chairman Bridges introduced the item and Mr. Beasley further presented. Youth Programs Manager Tomara Graham provided further details on current data and status of youth participants.

Mr. Beasley briefed the Committee on changes to current nepotism policies.

Vice-Chairman Perez requested data on current industries that partnered with CSSF to provide employment opportunities to youth participants. Mr. Beasley gave information on stipends. Ms. Graham provided details on the amounts of each stipend.

Vice-Chairman Perez inquired about how Miami-Dade County Public Schools (M-DCPS) gets paid. Mr. Beasley explained. Ms. Graham provided further details on training and dual enrollments.

Chairman Bridges inquired the process for validating hours worked. Both Mr. Beasley and Ms. Graham explained via time sheets.

Vice-Chairman Perez inquired about CSSF's sponsorship amount. Mr. Beasley responded a total of \$1.5 million.

Ms. Garza inquired about Children's Trust involvement. Mr. Beasley responded that Children's Trust also contributed \$1.5 million. He further noted Miami-Dade County contributed \$1 million and other smaller entities contributed to this effort.

There was continued discussion.

Chairman Bridges asked whether if youth participants received direct payments from M-DCPS. Mr. Beasley responded that the participants were paid directly. Chairman Bridges requested information on stipends. Mr. Beasley responded a total of three installments were paid(\$100, \$638 and \$638).

Chairman Bridges questioned the term "internships" and "earned income".

Mr. Gibson requested information on sign-in sheets

Vice-Chairman Perez reiterated his request for a report showing industries that partnered with CSSF to provide employment to youth participants.

Both Chairman Bridges and Mr. Gibson inquired about the work curriculum. Ms. Graham provided details. She noted the participants start off in a classroom setting then transition into a job within the various industries. Ms. Garza briefly shared her concerns as well.

Mr. Beasley assured the Committee that a report on the various industries would be provided at a later date.

There being no further business to come before the Committee, the meeting adjourned at 9:59am