



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE MEETING
THURSDAY, April 14, 2022
8:15 A.M.**

VIRTUAL ONLY: Registration is required):

https://us02web.zoom.us/webinar/register/WN_ISSH7LAzTdywsrtfD2Q3IA

AGENDA

1. Call to Order and Introductions
2. Approval of Executive Committee Meeting Minutes
 - A. March 10, 2022
3. Information – Early Childcare Internship Program Update
4. Information – 2022-23 SFWIB Budget Example
5. Recommendation as to Approval to Allocate Funds for the Miami-Dade County Public Schools for the Miami-Dade Pre-Apprenticeship Internship Program

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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 MEETING MINUTES

DATE: March 10, 2022

LOCATION: CareerSource South Florida
 7300 Corporate Center Drive, Suite 500 (Conf. Room 2)
 Miami, FL 33126
 Zoom:
https://us02web.zoom.us/webinar/register/WN_ISSH7LAzTdywsrtfD2Q3IA

1. **CALL TO ORDER:** 8:21AM
2. **ROLL CALL:** 8 members; 5 required; 8 present: Quorum established.

SFWIB EXECUTIVE COMMITTEE MEMBERS PRESENT	SFWIB MEMBERS ABSENT	SFWIB STAFF
Gibson, Charles, Chair del Valle, Juan-Carlos, Vice-Chairman Chi, Joe Canales, Dequasia Glean-Jones, Camela Ferradaz, Gilda Loynaz, Oscar, M.D. Roth, Thomas “Tom” (Zoom)		Beasley, Rick Gilbert, David Morgan, Ebony Smith, Robert ADMINISTRATION/IT Almonte, Ivan (Zoom) Francis, Anderson
OTHER ATTENDEES		
Cooper, Jamie – New Horizons of South Florida Dalfo, Joseph - New Horizons of South Florida Rodanes, Carlos – New Horizons of South Florida		

Agenda items are displayed in the order they were discussed.

2A. Approval of Executive Committee Meeting Minutes – October 14, 2021, December 9, 2021, February 10, 2022

Vice-Chairman Gibson presented agenda items 2A, 2B, and 2C for approval. Ms. Ferradaz introduced a motion for approval of the October 14, 2021, December 9, 2021, and February 10, 2022 Executive Committee Meeting minutes; motion seconded by Vice-Chairman del Valle. **All in favor with no opposition. Motion Passed Unanimously**

3. Information – Department of Labor Review Update

Chairman Gibson introduced the item; Mr. Beasley further presented.

The Department of Economic Opportunity (DEO) shared the response from the U.S. Department of Labor (USDOL), which provided an overview of the findings and areas of concern that were “unresolved” in our December 14, 2021 letter. The requested documentation providing detail on the files flagged in the initial report was not included in their correspondence. Staff has provided a copy of the letter and our draft response.

Mr. Beasley reviewed the actions that CSSF staff have taken since receipt of the original notification from the USDOL, including a review of over 56,000 placements for evidence of falsified placements. The electronic placement validation system, in place since 2016, necessitates that the user follows all criteria, as determined by law, to enter a placement. The system cannot be backdated. Work papers will be necessary to identify problematic placements.

The State has also asked for the work papers to enable a review of files.

Ms Glean-Jones inquired about next steps and possible resolution.

Mr. Beasley explained that we are waiting to hear back from the State on next steps. They are asking USDOL for the sample size data to track down where there may be discrepancies. In addition, the date/time stamp for when the data was pulled is required to enable replication. The system updates daily as placements are secured.

Mr. Chi asked if we are the only LWDB selected for audit.

Mr. Beasley advised that we are not the only LWDB; however, we are the largest in the State. We will be selected often for that reason. Audits are not viewed negatively, rather an opportunity for continued improvement.

4. Recommendation as to Approval of the DEO 2020-21 Internal Control Questionnaire and Assessment

Chairman Gipson introduced the item; Mr. Beasley further presented.

The Internal Control Questionnaire and Assessment is completed annually and submitted to DEO. The process ensures CSSF has proper internal controls in place. The same questions are presented to our service providers annually for completion.

Chairman Gibson presented agenda item #4 to the Executive Committee for approval. Ms. Glean-Jones introduced a motion to recommend to the Board; seconded by Vice-Chair del Valle. **All in favor with no opposition. Motion Passed Unanimously.**

5. Recommendation as to Approval of New Training Providers and Programs and New Programs for Existing Training Providers

Chairman Gipson introduced the item; Mr. Beasley further presented the list of new training providers and/or programs for Executive Committee review.

Chairman Gibson presented agenda item #5 to the Executive Committee for approval. Mr. Roth introduced a motion to recommend to the Board; seconded by Vice-Chair del Valle. **All in favor with no opposition. Motion Passed Unanimously.**

Chairman Gibson asked for clarification around apprenticeship program acceptance and approval.

Mr. Beasley and Mr. Smith advised that State approved and/or USDOL apprenticeship programs are automatically approved; however, we must still go through the Board approval process. Apprenticeship programs that have not been previously approved by the aforementioned entities may be rejected.

Mr. Beasley went on to explain how the apprenticeship programs are funded, the types of programs underway, and the benefits associated for colleges and employers.

New Business

1. Launching of the “Grow with Google” Initiative with Google, Mayor Daniella Levine Cava, Miami-Dade Public Housing and Community Development and Miami-Dade Public Library System.

Yesterday we completed the kick-off event for “Grow with Google”. The program will provide 500 scholarships for education and certification in Data Analytics, IT Support, Project Management, or UX Design. The offering is geared toward low-income and public housing residents of Miami-Dade County.



If participants do not have access to the technology necessary to complete the program, they can borrow a Chromebook and/or hotspot from the nearest Miami-Dade County Public Library.

CSSF will track the scholarships and complete job placements once participants have completed the program and obtained certification.

The offering is in alignment with Mayor Cava's Renew 305 initiative and SFWIB's Tech Hire Program.

CSSF staff is hopeful to finalize a similar program with Microsoft sometime in the near future.

2. Women in Tech Program

Mr. Smith is working with Ms. Kerry-Ann Royes of YWCA of Greater Miami-Dade and Community Action and Human Services (CASHD) to launch the next Women in Tech cohort. They are currently in the recruitment phase.

Chairman Gibson inquired about the Returning Citizens program and stressed the importance of the initiative.

Mr. Beasley explained that there has been a recent change in leadership for the MDC Department of Corrections and Administration. The MOU for the program will need to be updated to reflect the names of the newly appointed resources.

Once the MOU has been updated, Corrections and Miami-Dade County Public Schools will need to sign because they do not have an existing relationship and equipment will be transitioned from one department to the other. We are working to get this completed as soon as possible and will keep the Committee abreast of the progress.

With no further business presented to the Committee, the meeting adjourned at 8:48am.



SFWIB EXECUTIVE COMMITTEE

DATE: 4/14/2020

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: EARLY CHILDCARE INTERNSHIP PROGRAM UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Joint contribution for youth career pathway models**

BACKGROUND:

On November 1, 2021, the South Florida Workforce Investment Board (SFWIB) in partnership with the Early Learning Coalition of Miami-Dade/Monroe (ELC) launched the Early Childcare Internship Program. The internship program was created as a career pathway into the field of early childhood education due in part to the need for early childhood child care professionals to fill the vast number of vacancies in the industry. In partnership with the Early Learning Coalition of Miami-Dade/Monroe, the SFWIB is addressing the needs of the community with this unique internship program.

The purpose of the internship program is to provide the education, skills and experience necessary to create a career pathway to early childcare education. Eligible Workforce Innovation and Opportunity Act participants, ages 18-24, will participate in the program which will consist of the following:

- 20 hours of pre-employment skills training.
- 20 hours of pre-National Child Development Associate (CDA) training.
- 240 hours of paid work experience at a wage rate of \$13.88 an hour.
- 45 hours of required Department of Children and Families (DCF) training that includes first-aid and CPR certification.

Participants will also have the opportunity to complete and obtain their high school or GED diploma. Completion of the internship will result in self-sufficiency through long-term employment in the early childcare career pathway.

The first cohort began on November 1, 2021 at Kids for Kids Academy with six interns. Of the six interns, four completed the 240 hours of paid work experience. Of the four interns who completed the paid work experience, three were hired and three are currently enrolled in the required 45 hour DCF course.

On March 7, 2022, a second cohort began, which consisted of 16 interns that will participate at seven of the internship worksites.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 4/14/2022

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: FISCAL YEAR 2022-23 BUDGET

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N / A

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The attached "SFWIB Draft Budget - 2022-23" chart is a summary of the annual budgeted revenues and expenditures for the South Florida Workforce Investment Board (SFWIB). The chart is comprised of three major sections:

1. **2022-23 State Funding:** This first group of columns reflect the new funding awards that SFWIB is anticipating it will receive during the upcoming budget year. The total award dollars are divided into two amounts: The funds that will be utilized during budget year 2022-23 and the amounts that will be reserved for budget year 2023-24.
2. **2022-23 Program Budget:** The second section are the funding amounts that comprise the 2022-23 revenue Budget. The amounts shown under the column "Prior Budget Year Reserves" are the amounts that were reserved last budget year and which are available for use this current budget year. The amounts under Prior Budget Year Carryover are the remaining funds available from the previous year awards. These unexpended amounts roll over to the current budget year. The amounts under the column "New Budget Year Funding" are the new funds that will be utilized in this budget year.
3. **2022-23 Cost Distributions:** This section of the budget shows all the proposed expenditures for the 2022-23 budget years. Expenditures are sub-divided into four major cost categories:
 - **HQ (Programs and Administrative):** These are the anticipated expenditures for operating the SFWIB Headquarter office. Included under this category are all the staffing and occupancy costs associated with operating the SFWIB main office.

- **Training:** These are the anticipated costs associated with the skills training services offered by SFWIB. Note that only certain grants allow for training expenditures, but all grants require that employment services be offered to participants.
- **Career Center Facility Costs:** These are the occupancy costs associated with operating the Career Centers. SFWIB leases all these facilities from third parties, and directly pays for insurance, utilities and other facility expenditures. SFWIB does not own any of the locations.
- **Provider Contract:** These are the amounts that will be awarded to the subcontractors that perform employment services on behalf of SFWIB. Currently, SFWIB contracts with approximately 15 community based organizations across Miami Dade and Monroe counties.

FUNDING: All Funding Streams

PERFORMANCE: N/A

ATTACHMENT

SFWIB BUDGET SUMMARY 2022-23 BUDGET

	2022-2023 STATE FUNDING			2022-2023 BUDGET				2022-2023 COSTS DISTRIBUTION					
	Total Funding	New Year Funding	New Year Reserves	Prior Year Reserves	Prior Year Carryover	New Year Funding	Total	HQ	Training	Facilities	Contracts	Total	
WORKFORCE PROGRAMS													
WORKFORCE INOVATION ACT (WIOA)													
ADULT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISLOCATED WORKERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
YOUTH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TEMP. ASSIST. FOR NEEDY FAMILIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FOOD STAMP EMPLOYMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RE-EMPLOYMENT ASSISTANCE (RA)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WAGNER PEYSER (WP) b/	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VETERANS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
REFUGEE EMPLOYMENT c/	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRADE ADJUSTMENT ASSISTANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -

a/ The WIOA Program grants are for two years.

b/ Unexpended Wagner-Peyser Program funds roll-over to the current year

c/ RET Program Funds program year is from October to September



SFWIB EXECUTIVE COMMITTEE

DATE: 4/14/2022

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: APPROVAL TO ALLOCATE FUNDS FOR THE MIAMI-DADE PRE-APPRENTICESHIP INTERNSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to allocate an amount not to exceed \$7,500 in Workforce Innovation and Opportunity Act Youth funds for the Miami Dade Pre-Apprenticeship Internship Program, as set forth below.

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

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

BACKGROUND:

At its August 17, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Miami-Dade County Public Schools (M-DCPS) Pre-Apprenticeship Career and Technical Training Program. The M-DCPS Youth Pre-Apprenticeship Career and Technical Training program was formed in three schools: Coral Gables Senior High School, Homestead Senior High School and William H. Turner Technical Senior High School.

The 23-month program currently has 59 students enrolled in trades such as Bricklayer, Carpentry, Heating and Air Conditioning Installer Servicer, Drywall Finisher/ Painter, Electrician, Elevator Constructor, Insulation Worker, Operating Engineer, Pipefitter (Construction), Plumber, and Sheet Metal Worker.

In an effort to increase student exposure to the 12 trades, the SFWIB will provide a paid summer youth internship opportunity for up to 23 eleventh and twelfth grade students who are currently participating in the program. Each participant will complete 150 hours and be paid \$13.88 per hour. Additionally, each student will open an account with the South Florida Educational Federal Credit Union or other financial institutions prior to the start of the internship. The eight week summer internship opportunity is scheduled to take place June 13, 2022 through August 6, 2022.

Additionally, in order for students to receive the instructional program hours, a certified M-CPS teacher must supervise the programmatic and academic part of the pre-apprenticeship program. The teacher will be responsible for supervising the students at their worksite and ensuring that the data elements of the grades are put into the M-DCPS system. The M-DCPS will hire one certified teacher for nine weeks, beginning June 13, 2022 through August 12, 2022, at a salary of up to \$7,500.00.

In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award the Miami-Dade County Public Schools an allocation not to exceed \$7,500 in Workforce Innovation and Opportunity Act (WIOA) Youth funds to serve youth in the Miami Dade Pre-Apprenticeship Internship Program.

FUNDING: Workforce Innovation and Opportunity Act Youth

PERFORMANCE: N/A

NO ATTACHMENT