



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
Thursday, November 12, 2015
8:00 A.M.

SFWIB Headquarters
7300 Corporate Center Drive
Suite 703
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Meeting Minutes
 - a. October 8, 2015
3. Information – PY2014-15 Career Center Performance Update
4. Information – Time & Motion Study for Career Center Operations
5. Information – 2014-15 Fiscal Audit Update
6. Recommendation as to Approval of the South Florida Workforce Investment Board 2016 Board meeting Calendar
7. Recommendation as to Approval to Release an RFQ for IT Penetration Audit Services
8. Recommendation as to Approval to Accept Funding Reductions for the 2015-16 WIOA Adult and WIOA Dislocated Worker Programs



SFWIB EXECUTIVE COMMITTEE

DATE: November 12, 2015

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

October 8, 2015, 2015 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Suite 705

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. Garza, Maria 4. Gaber, Cynthia 5. Gibson, Charles 6. Perez, Andy 	<p>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</p> <ol style="list-style-type: none"> 7. Ferradaz, Gilda 8. del Valle, Juan Carlos <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>Legal Counsel</p> <p>Shaneka Graves, Miami-Dade Assistant County Attorney</p>	<p>AUDIENCE:</p> <p>Quiros, Vivian – <i>Sullivan & Cogliano Training Centers</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 8:15am, asked all those present introduce themselves, and noted into record that a quorum had been achieved. He briefly advised all that an additional item would be discussed prior to adjourning today's meeting.

2. A. Approval of August 13, 2015 Meeting Minutes

Mr. Charles Gibson moved the approval of August 13, 2015 meeting minutes. Motion seconded by Ms. Maria Garza; **Motion Passed Unanimously**

5. Recommendation as to Approval of Refugee Program Allocations

Chairman Piedra introduced the item. Executive Director Rick Beasley further discussed and read the item into record staff's recommendation for the Executive Committee's approval to recommend to the Board the acceptance and allocation of \$12,522,250 in Refugee Employment and Training funds.

Vice-Chairman Jeff Bridges moved the approval to accept and allocate \$12,522,250 in Refugee Employment and Training funds. Motion seconded by Ms. Maria Garza; **Further Discussion(s):**

Chairman Piedra requested a follow-up on the current budget for refugee employment and training services as a result of the substantial number of Cuban migrants arriving in the U.S. Chairman Piedra noted that the numbers have surged more than four times the average amount from prior years. Mr. Beasley briefly provided an update on the recent negotiation with the Department of Children and Families (DCF) for the above allocation. He advised that this year's increase had been due to current number of refugee intakes that has doubled in size in this region. He further explained the refugee employment and training design for determining the amount to be allocated to each region. And he advised that staff will continue seeking adjustments for additional resources.

Chairman Piedra briefly discussed a social service agency called World Relief that provides assistance to migrants. He informed the Committee that both World Relief and Camillus House are receiving substantial number of Cuban migrants without sponsors or housing. Ms. Maria Garza requested information on how many have been arriving. Chairman Piedra responded an average total of 50 people a day registering at Camillus House.

Chairman Piedra briefly discussed a current issue regarding Cubans of Spanish decent holding dual citizenships that are arriving to the U.S as well.

SFWIB Programs Manager, Juan Hernandez added that the refugee centers currently contracted with SFWIB are also experiencing massive number of migrants.

Mr. Perez inquired about the sudden increase in Cuban migrants arriving in the U.S. Chairman Piedra explained that there have been rumors regarding the Wet Foot Dry Foot policy be potentially obsolete in the near future.

Mr. Perez inquired about current media coverage concerning these issues. Chairman Piedra stated these issues have been broadcasted by Univision 23 and Telemundo 51.

4. Information Approval – Veterans Performance Incentive Award

Chairman Piedra introduced the item. Mr. Beasley further discussed and noted into record this item is an approval to accept an award of \$37,666.67. He additionally read the item into record and provided information on potential incentives to veterans.

Mr. Piedra inquired about the allocation and Mr. Beasley explained. He additionally noted that although it is prohibited to issue bonuses (direct cash payout) to veteran employees, merit increase would be given instead.

Vice-Chairman Bridges moved the approval to accept an award totaling \$37,666.67. Motion seconded by Mr. Andy Perez; **Motion Passed Unanimously**

3. Information – Fiscal Audit Update

Chairman Piedra introduced the item. Executive Director Rick Beasley further discussed then introduced Ms. Carsheena Allison of BCA Watson Rice, LLP who appeared before the Committee and presented.

No further questions or discussions.

Add-On Item:

Prior to meeting adjournment, Chairman Piedra briefly discussed an issue related to a recent issue. He encouraged the members to remain focused on with the great work this agency is doing to serve the community. He stated should anyone have any questions to contact Miami-Dade Assistant County Attorney Shanika Graves. Attorney Graves further shared into record the following with the Executive Committee:

- The charging party was provided a right to sue letter from the EEOC; however, it's not a factual finding
- The EEOC has terminated its handling of the matter and the charging party has the right to sue
- If the litigation is ensues, the party has to prove in court the allegations that were made.

Ms. Graves suggests members refrain from speaking about this matter as anything that is said could be held against the Board. She again advised that if board members should have any questions, members can contact her individually to discuss related issues and either she or the Attorney who is handling the labor component of the case, would respond accordingly.

Vice-Chairman Bridges asked whether board members should be notified of the recommendation. He further asked if so, how the process would be done. Ms. Graves responded that she will be present at the full board meeting to reiterate what had been advised today. Mr. Beasley inquired the media contacting members. Ms. Graves suggested refraining from sending notifications advising board members at this may create a dialog, which may potentially be a Sunshine Violation.

Ms. Garza inquired about e-mail communication related to this issue, and/ or communication with the media. Ms. Graves again suggested board members refrain from doing so, however stated it is at the individual member's discretion.

Mr. Perez inquired about the attorney that would represent should this issue become a litigation to ensue. Ms. Graves advised that would more than likely be a Labor representative of Miami-Dade County Attorney's office.

Mr. Gibson asked for confirmation as to whether there have been any actions filed. Ms. Graves responded, "No." Mr. Gibson also requested clarification regarding the "right to sue" letter. Ms. Graves explained that the EEOC is giving the legal right to file employment action.

Ms. Garza asked whether there's a specific time frame to file. Ms. Graves responded that she believe its 90 days. Ms. Garza subsequently inquired about whether if it's filed after the 90-day period. Ms. Graves responded that the right would be exhausted following the 90-day.

There being no further business, to come before the Committee the meeting adjourned at 10:56am.

DRAFT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/12/2015

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: WORKFORCE SERVICES BALANCED SCORECARD UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **PREMIER NATIONAL PROVIDER OF EMPLOYMENT**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

The Region's Balanced Scorecard (DRAFT) measures the performance of Service Partners and is attached for the period of July 1, 2015 through September 30, 2015. A performance summary of the Workforce Services Contractors for the same period is attached. The PY 2015-16 Balanced Scorecard Summary (DRAFT) indicates that 7 of the 14 Workforce Services locations are meeting the required 65 percent of the measures.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

WORKFORCE SERVICES CONTRACTORS PERFORMANCE SUMMARY				
Balanced Scorecard PY '15-'16 (July 1, 2015 through September 30, 2015) *				
A Contractor must meet or exceed 65% of the Balanced Scorecard Performance Measures***				
Workforce Services Contractors	Workforce Services Locations	# of Performance Measures Standards Met	# of Performance Measures	% of Performance Measures Standards Met
Arbor E & T, LLC	Hialeah Downtown Career Center	12	18	66.7%
	Carol City Career Center	13	18	72.2%
	Miami Beach Career Center	11	18	61.1%
	Opa-Locka Career Center	9	18	50.0%
City of Miami	City of Miami Career Center	11	18	61.1%
Ser Jobs for Progress, Inc.	North Miami Beach Career Center	13	18	72.2%
Transition, Inc.	Transition ** Offender Service Center	10	16	62.5%
Youth Co-Op, Inc.	Florida Keys Career Center	7	18	38.9%
	Homestead Career Center	13	18	72.2%
	Little Havana Career Center	13	18	72.2%
	Northside Career Center	12	18	66.7%
	Perrine Career Center	15	18	83.3%
	South Miami Career Center	11	18	61.1%
	West Dade Career Center	10	18	55.6%
Region	All	12	18	66.7%

* Draft

** Transition Inc. doesn't have 2 CAP and 1 SNAP for a total of 16 performance measures.

Carol City, Opa-Locka, and Miami Beach - New Contractor as of August 2015

*** SNAPSNAP Performance is under review and changing when the program becomes mandatory in January 2016.

CSSF Balanced Scorecard Report

Report Date: 7/1/2015 To 9/30/2015

Regional

Performance			
	Measure	Standard	Region
1	Level of Services for Special Groups	88.938%	100.00%
2	Training Completion Rate	70%	100.00%
3	Training Completion Placement Rate	70%	82.609%
4	Training Related Placements	70%	84.211%
5	Job Openings Index	2,428	6,695
6	WP Entered Employment Rate	55%	68.303%
7	WIA Adult & Dislocated Worker EER	93%	100.00%
8	CAP Entered Employment Rate	38%	35.891%
9	CAP Participation Rate	55%	42.42%
10	Short-Term Veterans EER	51%	56.38%
11	SNAP EER	30%	15.942%
12	Number of Training Enrollments	585	427
13	Employment (Obtained and Direct)	16,125	17,183
14	Employment Average Wage	\$13.87	\$10.31
15	Employers Served	4,874	6,857
16	Employer Services (Level 1)	2,369	3,820
Economic Impact			
17	Cost Per Placement	\$627.46	\$309.93
18	Net Economic Benefit	\$27,452.54	\$21,144.12
19	Return on the Investment	\$43.75	\$68.43

Number of Performance Measures Met	12
Number of Performance Measures	18
Percent of Performance Measures Met	66.7%

* *Draft* - BSC Performance data is updated up to the 10th of the following month.

** SNAP Performance is under review and changing when the program becomes mandatory in January 2016.

CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Arbor E&T, LLC

Carol City center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	6.995%	100.00%	9.334%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	66.667%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	208	6,695	538
6	WP Entered Employment Rate	55%	68.303%	80.366%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	33.766%
9	CAP Participation Rate	55%	42.42%	33.086%
10	Short-Term Veterans EER	51%	56.38%	77.778%
11	SNAP EER **	30%	15.942%	0.00%
12	Number of Training Enrollments	42	427	42
13	Employment (Obtained and Direct)	1,395	17,183	1,450
14	Employment Average Wage	\$13.87	\$10.31	\$11.24
15	Employers Served	417	6,857	533
16	Employer Services (Level 1)	203	3,820	282
Economic Impact				
17	Cost Per Placement	\$585.73	\$309.93	\$251.00
18	Net Economic Benefit	\$27,494.27	\$21,144.12	\$23,125.08
19	Return on the Investment	\$46.94	\$68.43	\$92.13
Number of Performance Measures Met		13		
Number of Performance Measures		18		
Percent of Performance Measures Met		72.2%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Arbor E&T, LLC

Hialeah Downtown center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	6.381%	100.00%	7.268%
2	Training Completion Rate	70%	100.00%	ND
3	Training Completion Placement Rate	70%	82.609%	ND
4	Training Related Placements	70%	84.211%	ND
5	Job Openings Index	220	6,695	1,202
6	WP Entered Employment Rate	55%	68.303%	50.269%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	38.144%
9	CAP Participation Rate	55%	42.42%	57.308%
10	Short-Term Veterans EER	51%	56.38%	66.667%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	42	427	42
13	Employment (Obtained and Direct)	1,299	17,183	1,360
14	Employment Average Wage	\$13.87	\$10.31	\$10.05
15	Employers Served	442	6,857	546
16	Employer Services (Level 1)	215	3,820	309
Economic Impact				
17	Cost Per Placement	\$586.53	\$309.93	\$274.10
18	Net Economic Benefit	\$27,493.47	\$21,144.12	\$20,629.07
19	Return on the Investment	\$46.87	\$68.43	\$75.26
Number of Performance Measures Met		12		
Number of Performance Measures		18		
Percent of Performance Measures Met		66.7%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Arbor E&T, LLC

Miami Beach center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	3.338%	100.00%	8.177%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	75.00%
4	Training Related Placements	70%	84.211%	0.00%
5	Job Openings Index	145	6,695	390
6	WP Entered Employment Rate	55%	68.303%	82.505%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	36.842%
9	CAP Participation Rate	55%	42.42%	24.658%
10	Short-Term Veterans EER	51%	56.38%	45.00%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	24	427	5
13	Employment (Obtained and Direct)	336	17,183	528
14	Employment Average Wage	\$13.87	\$10.31	\$12.93
15	Employers Served	291	6,857	367
16	Employer Services (Level 1)	141	3,820	241
Economic Impact				
17	Cost Per Placement	\$593.18	\$309.93	\$327.69
18	Net Economic Benefit	\$27,486.82	\$21,144.12	\$26,558.81
19	Return on the Investment	\$46.34	\$68.43	\$81.05
Number of Performance Measures Met		11		
Number of Performance Measures		18		
Percent of Performance Measures Met		61.1%		

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Arbor E&T, LLC

Opa Locka center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	2.679%	100.00%	2.477%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	0.00%
4	Training Related Placements	70%	84.211%	0.00%
5	Job Openings Index	114	6,695	205
6	WP Entered Employment Rate	55%	68.303%	48.505%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	40.426%
9	CAP Participation Rate	55%	42.42%	15.823%
10	Short-Term Veterans EER	51%	56.38%	21.212%
11	SNAP EER **	30%	15.942%	50.00%
12	Number of Training Enrollments	15	427	10
13	Employment (Obtained and Direct)	237	17,183	266
14	Employment Average Wage	\$13.87	\$10.31	\$10.24
15	Employers Served	228	6,857	309
16	Employer Services (Level 1)	111	3,820	278
Economic Impact				
17	Cost Per Placement	\$586.73	\$309.93	\$412.54
18	Net Economic Benefit	\$27,493.27	\$21,144.12	\$20,878.96
19	Return on the Investment	\$46.86	\$68.43	\$50.61
Number of Performance Measures Met		9		
Number of Performance Measures		18		
Percent of Performance Measures Met		50.0%		

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

City of Miami

City of Miami center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	7.325%	100.00%	7.236%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	100.00%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	173	6,695	243
6	WP Entered Employment Rate	55%	68.303%	87.253%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	33.333%
9	CAP Participation Rate	55%	42.42%	26.823%
10	Short-Term Veterans EER	51%	56.38%	78.947%
11	SNAP EER **	30%	15.942%	10.714%
12	Number of Training Enrollments	51	427	83
13	Employment (Obtained and Direct)	1,491	17,183	1,147
14	Employment Average Wage	\$13.87	\$10.31	\$10.18
15	Employers Served	348	6,857	433
16	Employer Services (Level 1)	169	3,820	391
Economic Impact				
17	Cost Per Placement	\$581.99	\$309.93	\$505.83
18	Net Economic Benefit	\$27,498.01	\$21,144.12	\$20,669.61
19	Return on the Investment	\$47.25	\$68.43	\$40.86
Number of Performance Measures Met		11		
Number of Performance Measures		18		
Percent of Performance Measures Met		61.1%		

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

SER-Jobs For Progress, Inc.

North Miami Beach center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	8.224%	100.00%	8.479%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	100.00%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	253	6,695	442
6	WP Entered Employment Rate	55%	68.303%	91.556%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	19.20%
9	CAP Participation Rate	55%	42.42%	45.779%
10	Short-Term Veterans EER	51%	56.38%	74.359%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	51	427	26
13	Employment (Obtained and Direct)	1,674	17,183	2,428
14	Employment Average Wage	\$13.87	\$10.31	\$12.22
15	Employers Served	509	6,857	672
16	Employer Services (Level 1)	247	3,820	458
Economic Impact				
17	Cost Per Placement	\$584.00	\$309.93	\$215.26
18	Net Economic Benefit	\$27,496.00	\$21,144.12	\$25,195.27
19	Return on the Investment	\$47.08	\$68.43	\$117.05
Number of Performance Measures Met		13		
Number of Performance Measures		18		
Percent of Performance Measures Met		72.2%		

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Transition Inc

Transition Offender Service center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	2.928%	100.00%	2.628%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	0.00%
4	Training Related Placements	70%	84.211%	0.00%
5	Job Openings Index	17	6,695	68
6	WP Entered Employment Rate	55%	68.303%	40.462%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	ND
8				
9				
10	Short-Term Veterans EER	51%	56.38%	58.333%
11				
12	Number of Training Enrollments	30	427	7
13	Employment (Obtained and Direct)	207	17,183	213
14	Employment Average Wage	\$13.87	\$10.31	\$9.00
15	Employers Served	34	6,857	67
16	Employer Services (Level 1)	17	3,820	18
Economic Impact				
17	Cost Per Placement	\$2,398.20	\$309.93	\$854.14
18	Net Economic Benefit	\$25,681.80	\$21,144.12	\$17,873.35
19	Return on the Investment	\$10.71	\$68.43	\$20.93
Number of Performance Measures Met		10		
Number of Performance Measures		16		
Percent of Performance Measures Met		62.5%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

2 CAP and 1 SNAP Performance Measures are excluded - not in contract

CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

Florida Keys center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	6.782%	100.00%	1.947%
2	Training Completion Rate	70%	100.00%	ND
3	Training Completion Placement Rate	70%	82.609%	ND
4	Training Related Placements	70%	84.211%	ND
5	Job Openings Index	47	6,695	308
6	WP Entered Employment Rate	55%	68.303%	65.561%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	33.333%
9	CAP Participation Rate	55%	42.42%	44.444%
10	Short-Term Veterans EER	51%	56.38%	38.095%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	60	427	2
13	Employment (Obtained and Direct)	483	17,183	377
14	Employment Average Wage	\$13.87	\$10.31	\$11.90
15	Employers Served	95	6,857	205
16	Employer Services (Level 1)	46	3,820	97
Economic Impact				
17	Cost Per Placement	\$1,968.88	\$309.93	\$965.22
18	Net Economic Benefit	\$26,111.12	\$21,144.12	\$23,793.43
19	Return on the Investment	\$13.26	\$68.43	\$24.65
Number of Performance Measures Met		7		
Number of Performance Measures		18		
Percent of Performance Measures Met		38.9%		

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

Homestead center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	6.417%	100.00%	6.186%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	100.00%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	165	6,695	289
6	WP Entered Employment Rate	55%	68.303%	76.151%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	48.333%
9	CAP Participation Rate	55%	42.42%	61.798%
10	Short-Term Veterans EER	51%	56.38%	63.636%
11	SNAP EER **	30%	15.942%	33.333%
12	Number of Training Enrollments	42	427	46
13	Employment (Obtained and Direct)	1,305	17,183	1,186
14	Employment Average Wage	\$13.87	\$10.31	\$8.52
15	Employers Served	331	6,857	346
16	Employer Services (Level 1)	161	3,820	231
Economic Impact				
17	Cost Per Placement	\$586.62	\$309.93	\$403.48
18	Net Economic Benefit	\$27,493.38	\$21,144.12	\$17,319.37
19	Return on the Investment	\$46.87	\$68.43	\$42.93
Number of Performance Measures Met		13		
Number of Performance Measures		18		
Percent of Performance Measures Met		72.2%		

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CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

Little Havana center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	7.841%	100.00%	8.35%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	100.00%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	212	6,695	1,289
6	WP Entered Employment Rate	55%	68.303%	64.781%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	43.434%
9	CAP Participation Rate	55%	42.42%	44.792%
10	Short-Term Veterans EER	51%	56.38%	63.636%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	54	427	31
13	Employment (Obtained and Direct)	1,593	17,183	1,510
14	Employment Average Wage	\$13.87	\$10.31	\$10.65
15	Employers Served	426	6,857	735
16	Employer Services (Level 1)	207	3,820	293
Economic Impact				
17	Cost Per Placement	\$586.77	\$309.93	\$280.25
18	Net Economic Benefit	\$27,493.23	\$21,144.12	\$21,866.55
19	Return on the Investment	\$46.86	\$68.43	\$78.02
Number of Performance Measures Met		13		
Number of Performance Measures		18		
Percent of Performance Measures Met		72.2%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

** SNAP Performance is under review and changing when the program becomes mandatory in January 2016.

CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

Northside center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	8.366%	100.00%	11.432%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	100.00%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	323	6,695	683
6	WP Entered Employment Rate	55%	68.303%	74.645%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	28.07%
9	CAP Participation Rate	55%	42.42%	47.736%
10	Short-Term Veterans EER	51%	56.38%	35.714%
11	SNAP EER **	30%	15.942%	75.00%
12	Number of Training Enrollments	75	427	29
13	Employment (Obtained and Direct)	1,701	17,183	1,960
14	Employment Average Wage	\$13.87	\$10.31	\$9.32
15	Employers Served	648	6,857	657
16	Employer Services (Level 1)	315	3,820	321
Economic Impact				
17	Cost Per Placement	\$585.73	\$309.93	\$259.31
18	Net Economic Benefit	\$27,494.27	\$21,144.12	\$19,130.86
19	Return on the Investment	\$46.94	\$68.43	\$73.77
Number of Performance Measures Met		12		
Number of Performance Measures		18		
Percent of Performance Measures Met		66.7%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

** SNAP Performance is under review and changing when the program becomes mandatory in January 2016.

CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

Perrine center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	8.446%	100.00%	13.119%
2	Training Completion Rate	70%	100.00%	100.00%
3	Training Completion Placement Rate	70%	82.609%	100.00%
4	Training Related Placements	70%	84.211%	100.00%
5	Job Openings Index	216	6,695	323
6	WP Entered Employment Rate	55%	68.303%	71.254%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	50.505%
9	CAP Participation Rate	55%	42.42%	57.635%
10	Short-Term Veterans EER	51%	56.38%	72.222%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	54	427	48
13	Employment (Obtained and Direct)	1,716	17,183	2,078
14	Employment Average Wage	\$13.87	\$10.31	\$10.26
15	Employers Served	433	6,857	596
16	Employer Services (Level 1)	211	3,820	285
Economic Impact				
17	Cost Per Placement	\$583.64	\$309.93	\$252.42
18	Net Economic Benefit	\$27,496.36	\$21,144.12	\$21,083.18
19	Return on the Investment	\$47.11	\$68.43	\$83.52
Number of Performance Measures Met		15		
Number of Performance Measures		18		
Percent of Performance Measures Met		83.3%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

** SNAP Performance is under review and changing when the program becomes mandatory in January 2016.

CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

South Miami

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	1.691%	100.00%	1.936%
2	Training Completion Rate	70%	100.00%	ND
3	Training Completion Placement Rate	70%	82.609%	ND
4	Training Related Placements	70%	84.211%	ND
5	Job Openings Index	47	6,695	116
6	WP Entered Employment Rate	55%	68.303%	75.00%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	43.333%
9	CAP Participation Rate	55%	42.42%	32.692%
10	Short-Term Veterans EER	51%	56.38%	60.00%
11	SNAP EER **	30%	15.942%	ND
12	Number of Training Enrollments	12	427	6
13	Employment (Obtained and Direct)	345	17,183	410
14	Employment Average Wage	\$13.87	\$10.31	\$9.48
15	Employers Served	93	6,857	132
16	Employer Services (Level 1)	45	3,820	74
Economic Impact				
17	Cost Per Placement	\$596.41	\$309.93	\$311.56
18	Net Economic Benefit	\$27,483.59	\$21,144.12	\$19,399.35
19	Return on the Investment	\$46.08	\$68.43	\$62.27
Number of Performance Measures Met		11		
Number of Performance Measures		18		
Percent of Performance Measures Met		61.1%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

** SNAP Performance is under review and changing when the program becomes mandatory in January 2016.

CSSF Balanced Scorecard Report*

Report Date: 7/1/2015 To 9/30/2015

Youth Co-Op

West Dade center

Performance				
	Measure	Standard	Region	Center
1	Level of Services for Special Groups	11.526%	100.00%	11.259%
2	Training Completion Rate	70%	100.00%	ND
3	Training Completion Placement Rate	70%	82.609%	ND
4	Training Related Placements	70%	84.211%	ND
5	Job Openings Index	288	6,695	599
6	WP Entered Employment Rate	55%	68.303%	61.567%
7	WIA Adult & Dislocated Worker EER	93%	100.00%	100.00%
8	CAP Entered Employment Rate	38%	35.891%	41.00%
9	CAP Participation Rate	55%	42.42%	52.34%
10	Short-Term Veterans EER	51%	56.38%	52.00%
11	SNAP EER **	30%	15.942%	0.00%
12	Number of Training Enrollments	33	427	50
13	Employment (Obtained and Direct)	2,343	17,183	2,270
14	Employment Average Wage	\$13.87	\$10.31	\$10.68
15	Employers Served	579	6,857	1,259
16	Employer Services (Level 1)	281	3,820	542
Economic Impact				
17	Cost Per Placement	\$586.29	\$309.93	\$263.97
18	Net Economic Benefit	\$27,493.71	\$21,144.12	\$21,953.97
19	Return on the Investment	\$46.89	\$68.43	\$83.17
Number of Performance Measures Met		10		
Number of Performance Measures		18		
Percent of Performance Measures Met		55.6%		

* **Draft** - BSC Performance data is updated up to the 10th of the following month.

** SNAP Performance is under review and changing when the program becomes mandatory in January 2016.



SFWIB EXECUTIVE COMMITTEE

DATE: 11/12/2015

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: TIME AND MOTION STUDIES

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **PREMIER NATIONAL PROVIDER OF EMPLOYMENT**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) staff, will be conducting time and motion studies to evaluate existing processes being performed at the Career Centers, to determine if the current processes are effective, efficient, and whether the price per placement is reasonable and balanced.

The objectives of the time and motion studies are:

- Evaluate current processes to identify weaknesses and inefficiencies
- Evaluate and calculate the number of full time equivalent staff needed for each process
- Calculate a fair price per job placement as a result of staff time and cost
- Analyze the results of the collected data in order to implement specific standards regarding various requirements to operate the Talent Development Processes to job seekers in an effective and efficient manner

In order to evaluate the current processes and analyze data collected to accomplish the aforementioned objectives, SFWIB staff has developed a tool with specific details and instructions to conduct the study for each Talent Development Process, gather data, and evaluate the results of the data collected.

The tool outlines the various steps to accomplish a task for each process and a daily log outlining the tasks with the time it takes for a staff during a day.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/12/2015

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: FISCAL AUDIT UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **PREMIER NATIONAL PROVIDER OF EMPLOYMENT**

STRATEGIC PROJECT: **Leverage Resources to Enhance Grant Revenue**

BACKGROUND:

On July 17, 2015, the South Florida Workforce Investment Board (SFWIB) approved the negotiation of a contract with TCBA Watson Rice, LLP for the performance of the external independent audit of the agency's financial records and reports for Program Year 2014-15.

Watson Rice LLP is in the final stages of concluding the audit and has informed SFWIB staff that audit report will reflect another year of clean audit results.

FUNDING: All Funding Streams

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/12/2015

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: 2016 CALENDAR YEAR MEETING SCHEDULE

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee to recommend to the Board the approval of the 2016 SFWIB Meeting Calendar

STRATEGIC GOAL: **PREMIER NATIONAL PROVIDER OF EMPLOYMENT**

STRATEGIC PROJECT: **Leverage Resources to Enhance Grant Revenue**

BACKGROUND:

In preparation for the 2016 calendar year, the SFWIB staff has considered options for meeting schedules. Additionally, SFWIB members were consulted for their recommendations. Currently, all Council meetings are held at 8 a.m. on the day of the SFWIB Board meeting. SFWIB Staff recommends continuing this meeting schedule into calendar year 2016.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

**South Florida Workforce Investment Board (SFWIB)
2016 Schedule of Meetings
(Subject to Change)**

New Councils:

**Global Talent
Competitiveness
Council**

**Performance
Council**

**Finance and
Efficiency
Council**

<u>January</u>	<u>Date</u>	<u>Time</u>
Executive	January 14, 2016	8:15am
<u>February</u>		
Executive	February 11, 2016	8:15am
Board	February 18, 2016	9:30am
Councils	February 18, 2016	8:00am
<u>March</u>		
Executive	March 10, 2016	8:15am
<u>April</u>		
Executive	April 14, 2016	8:15am
Board	April 21, 2016	9:30am
Councils	April 21, 2016	8:00am
<u>May</u>		
Executive	May 12, 2016	8:15am
<u>June</u>		
Executive	June 9, 2016	8:15am
Board	June 16, 2016	9:30am
Councils	June 16, 2016	8:00am
<u>July</u>		
Executive	July 14, 2016	8:15am
<u>August</u>		
Executive	August 11, 2016	8:15am
Board	August 18, 2016	9:30am
Councils	August 18, 2016	8:00am
<u>September</u>		
Executive	September 8, 2016	8:15am
<u>October</u>		
Executive	October 13, 2016	8:15am
Board	October 20, 2016	9:30am
Councils	October 20, 2016	8:00am
<u>November</u>		
Executive	November 10, 2016	8:15am
<u>December</u>		
Executive	December 8, 2016	8:15am
Board	December 15, 2016	9:30am
Councils	December 15, 2016	8:00am



SFWIB EXECUTIVE COMMITTEE

DATE: 11/12/2015

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: RFQ FOR IT PENETRATION AUDIT SERVICES

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB Staff recommends that the Executive Committee recommend to the Board the approval to authorize staff to issue a Request for Qualification (RFQ) for IT Penetration Audit Services.

STRATEGIC GOAL: **STRONG, TIMELY REPORTING STANDARDS**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

On August 15, 2013 the Board approved an allocation of \$25,000 for the procurement of IT Penetration Audit Services. On March 14 and on March 22, 2013, SFWIB staff released Request for Qualifications to 14 IT consulting and audit services firms for the performance of the IT Penetration Testing Services. No responses were received.

On April 1, 2013, another RFQ was released and one response was received from McGladrey, LLP. However, due to indemnification requirements contained in the SFWIB contracts, McGladrey, LLP. declined to enter into the contract with SFWIB.

As part of the current year Fiscal Audit, BCA Watson and Rice, LLP is once again recommending that SFWIB proceed with the IT Penetration Testing Audit Services. Accordingly, SFWIB staff is requesting authorization to release another RFQ with an approved allocation of \$50,000. Funding for this project will come from the SFWIB Board reserve.

FUNDING: All Funding Streams

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/12/2015

AGENDA ITEM NUMBER: 8

AGENDA ITEM SUBJECT: FUNDING RESCISSION --WIOA ADULT AND DISLOCATED WORKER PROGRAMS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to accept a funding reductions for the 2015-16 WIOA Adult and Dislocated Worker Programs.

STRATEGIC GOAL: **CELEBRATED, BENCHMARK LEADER IN BEST PRACTICES**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

On October 16, 2015 SFWIB received a Noticed of Funding Modification from the Department of Economic Opportunity of the State of Florida for grant award reductions of \$13,124 in the WIOA Adult Program and \$12,401 in the WIOA Dislocated Worker Program. These funding reductions were a result of rescissions found in the Federal Government's Continuing Appropriation Resolution for fiscal year 2016.

These reductions will require corresponding adjustments to the SFWIB budget for fiscal year 2015/16.

FUNDING: WIOA Adult and Dislocated Worker Programs

PERFORMANCE: N/A

NO ATTACHMENT