



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

**Executive Committee Meeting
Thursday, November 16, 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. August 10, 2017
 - B. October 12, 2017
3. Information - TechHire Summer Boot Camps Update
4. Information - National Emergency Grant (NEG) Update
5. Recommendation as to Approval of SFWIB to provide direct Employment & Training Services
6. Recommendation as to Approval of Related Party Training Vendor Agreements

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SFWIB EXECUTIVE COMMITTEE

DATE: November 16, 2017

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

August 10, 2017 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Conference Room 2

Miami, FL 33126

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	AUDIENCE:
<ol style="list-style-type: none"> 1. Perez, Andy, Vice-Chairman 2. del Valle, Juan Carlos 3. Gaber, Cynthia 4. Garza, Maria 5. Gibson, Charles 	<ol style="list-style-type: none"> 6. Bridges, Jeff, <i>Chairman</i> 7. Ferradaz, Gilda ***** <p>SFWIB STAFF</p> <p>Beasley, Rick Almonte, Ivan Alonso, Gus Garcia - Christine Gilbert, David Graham, Tomara Jean-Baptiste, Antoinette Kavehersi, Cheri Perrin, Yian Smith, Marian Smith, Robert</p>	<p><i>Antunes, Denise – Florida Vocational Institute</i></p> <p><i>G. Monica – Florida Vocational Institute</i></p> <p><i>Perez-Borroto – Connie-Youth Co-Op, Inc.</i></p> <p><i>Rodriguez, Maria - Youth Co-Op, Inc.</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 8:23am, asked all those present introduce themselves and noted that a quorum of members had been achieved.

2. Approval of May 11, 2017, June 12, 2017 and July 13, 2017

Ms. Maria Garza moved the approval of May 11, 2017, June 12, 2017 and July 13, 2017 meeting minutes. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

3. Recommendation as to Approval of a Contract Extension for Transition, Inc.

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

Vice-Chairman Perez briefly verified the status and Mr. Beasley provided an update. Vice-Chairman provided a brief history.

Ms. Maria Garza moved the approval of a Contract Extension for Transitions, Inc. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed by Unanimous Consent**

4. Recommendation as to Approval of Related Party Training Vendor Agreements

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

Ms. Maria Garza moved the approval of related Party Training Vendor Agreements. Motion seconded by Mr. Cynthia Gaber; **Motion Passed Unanimously**

5. Recommendation as to Approval to Eliminate and Limit Individual Training Account Funds from Microsoft Office Suite Training

Mr. Beasley presented the item.

Vice-Chairman Perez asked whether this had been presented to SFWIB's training vendors. Business Services Manager Cheri Kavehersi explained.

Ms. Cynthia Gaber moved the approval to Eliminate and Limit Individual Training Account from Microsoft Office Suite Training. Motion seconded by Ms. Maria Garza; **Motion Passed Unanimously**

6. Recommendation as to Approval to Allocate Funds for TechHire Summer Boot Camp Incentives

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

Vice-Chairman Perez asked whether the funds are stipend. Mr. Beasley explained. Ms. Garza requested verification on completion and verification. Mr. Beasley further explained.

Mr. del Valle moved the approval to allocate funds for TechHire Summer Boot Camp Incentives. Motion seconded by Ms. Cynthia Gaber; **Motion Passed Unanimously**

[Mr. Gibson arrived]

New Businesses

Mr. Beasley provided updates on the following:

- Skills Development Fund
- Florida Job Growth Fund
- Talent Development
- Apprenticeships (IT Pipelines)

Vice-Chairman Perez shared with the Committee regarding the amount of programs currently listed in the training vendor's list. Mr. Beasley shared his comments.

Ms. Garza requested training related programs in building and designing boats. She also recommended a training program in reading blueprints.

There was continued discussion.

Ms. Garza offered to host a coffee/ brunch meeting for Mr. Mike Finney. Mr. Beasley responded that staff helped coordinate this effort.

Mr. Gibson recommended more efforts in reaching out to small businesses.

There was continued discussion.

Ms. Garza recommended smaller settings for small business sessions.

Mr. Beasley recommended setting up a small business/employer session in Coconut Grove area.

Vice-Chairman Perez inquired about the ex-offender program. Mr. Beasley provided an update.

There being no further business to come before the Committee, the meeting adjourned at 8:58am.



SFWIB EXECUTIVE COMMITTEE

DATE: November 16, 2017

AGENDA ITEM NUMBER: 2B

MEETING MINUTES

October 12, 2017 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Conference Room 2

Miami, FL 33126

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	AUDIENCE:
<ol style="list-style-type: none"> 1. Bridges, Jeff, <i>Chairman</i> 2. Perez, Andy, <i>Vice-Chairman</i> 3. del Valle, Juan Carlos 4. Ferradaz, Gilda 	<ol style="list-style-type: none"> 5. Garza, Maria 6. Gibson, Charles ***** <p>SFWIB STAFF</p> <p>Beasley, Rick Almonte, Ivan Alonso, Gus Gilbert, David Graham, Tomara Jean-Baptiste, Antoinette Kavehersi, Cheri Perrin, Yian Smith, Marian Smith, Robert</p>	<p>Rodanes, Carlos – <i>New Horizons of South Florida</i></p> <p>Rodriguez, Maria – <i>Youth Co-Op, Inc.</i></p> <p>Sante, Alicia – <i>Youth Co-Op, Inc.</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 8:34am, asked all those present introduce themselves and noted that a quorum of members had not been achieved.

2. Approval of August 10, 2017

Deferred due to lack of quorum

3. Information – U.S Department of Labor Office of Inspector General Audit Results

Vice-Chairman Perez introduced the item and SFWIB Assistant Director Gus Alonso further discussed. Executive Director Rick Beasley presented.

[Chairman Jeff Bridges arrived; **Quorum Achieved**]

[Ms. Gilda Ferradaz stepped out of the meeting room]

[Ms. Ferradaz returned]

No further questions or discussions.

4. Information – CSSF Supply/Demand Matrix Update

5. Information – CSSF Targeted Occupations

Vice-Chairman Perez introduced the item. Mr. Beasley further presented and briefed the Committee on an upcoming Training Vendor meeting. He additionally reviewed with the Committee the Supply/Demand Matrix report.

Mr. del Valle suggested the State of Florida look at this region's performance when it comes to best practices. He later shared his concern regarding CSSF's Supply/Demand Matrix, which shows Chief Executive Officer (CEO) occupation listed in the low growth /low wage category. Mr. Beasley explained this was a scrivener's error. He provided further details that it's technically considered Non Applicable (N/A).

No further questions or discussions.

6. Recommendation as to approval to Accept Department of Children and Families Refugee Employment and Training Program funds

Mr. del Valle moved the approval to accept the Department of Children and Families Chairman Bridges introduced the item and Mr. Beasley further presented.

Employment and Training Program funds to refugee service providers. Motion seconded by Vice-Chairman Andy Perez; **Further Discussion(s):**

Vice-Chairman Perez questioned the proposed funding reduction and Mr. Beasley explained.

Motion Passed Unanimously

7. Recommendation as to Approval to Allocate Department of Children and Families Employment and Training Program funds to Refugee Services Providers

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

Ms. Gilda Ferradaz moved the approval to allocate Department of Children and Families Employment and Training Program funds to Refugee Service Providers. Motion seconded by Mr. Juan Carlos del Valle; **Further Discussion(s):**

Vice-Chairman Perez inquired about the allocation process. Mr. Beasley explained and provided details on CSSF's largest service providers which are Youth Co-Op, Inc. and Lutheran Services. Vice-Chairman Perez later inquired about Lutheran Services office locations. Ms. Ferradaz explained the entity offers services throughout the State.

Motion Passed Unanimously

8. Recommendation as to Approval of SFWIB to Provide Direct Employment & Training Services

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

Mr. Beasley explained to the Committee of his recent visit to the Keys where he met with center staff members. He briefly noted how they were also personally impacted by Hurricane Irma.

Chairman Bridges inquired about the number of centers located in the Keys and Mr. Beasley responded a total of two.

Ms. Ferradaz inquired about the transition of workforce services from prior contractor United Migrant Opportunity Services, Inc. (UMOS). Mr. Beasley explained that UMOS ended its contract the end of September of which some staff members were laid off as a result. However, he further mentioned a Request for Proposal (RFP) release is being considered to continue workforce services. He additionally explained the new current processes and temporary contractual agreements. Furthermore, he briefly noted the increased number of referrals.

Ms. Ferradaz asked whether if authorization to provide direct employment and training services had been requested. Mr. Beasley explained that a request had been made the State.

Vice-Chairman Perez inquired about an updated report and Mr. Beasley explained that a report would be provided to the Committee prior to the next scheduled Board meeting.

Mr. Juan Carlos del Valle moved the approval of SFWIB to Provide Direct Employment & Training Services. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed Unanimously**

9. Recommendation as to Approval to Accept National Emergency Grant (NEG) Funds and Award NEG Funds

Chairman Bridges introduced the item and Mr. Beasley further presented. He briefly noted his recent meeting with key officials in Monroe County regarding the NEG.

Vice-Chairman Perez inquired about Private Corporation's participation in this particular program. Mr. Beasley further explained.

Mr. Beasley additionally noted the official application deadline for the Disaster Unemployment Assistance (DUA) program.

Vice-Chairman Perez inquired about potential funding expenses and emergency housing assistance for residence in the Keys. Mr. Beasley explained.

There was continued discussion.

Ms. Ferradaz inquired about the agenda item related to the \$4.5 million NEG funds. Mr. Beasley explained the allocation would cover local municipalities.

Mr. Ferradaz requested clarification on the agenda item recommendation. Chairman Bridges explained.

There was continued discussion.

Ms. Ferradaz requested the item be rewritten to clarify the \$37 million approval.

After continued discussion, the Committee recommended the item be revised to state the following in two separate forms:

- (1) *“Staff recommends to the Executive Committee to recommend to the Board the approval to accept an allocation of \$4.5 million in NEG initial funds and award the funds as outlined in the attachment”*
- (2) *“Staff recommends to the Executive Committee the approval to allocate the remaining funds of the initial (up to) \$37.2 million of NEG funds as they are later released to the Board”*

Ms. Ferradaz moved the approval of Item#9 as amended. Motion Second by Mr. Juan Carlos del Valle; **Further Discussion(s):**

Mr. del Valle additionally noted two scrivener’s errors into record:

- (1) “Local Workforce Area”
- (2) “Response”

Motion Passed as Amended by Unanimous Consent

New/Additional Businesses:

Mr. Beasley briefed the Committee on CSSF’s outreach efforts at Miami International Airport assisting Puerto Rico evacuees that were impacted by Hurricane Irma with Employment and Training Services. DEO Program Manager Yian Perrin briefly explained.

Ms. Ferradaz explained that the Department of Children and Families (DCF) and other service agencies are there providing assistance as well.

Vice-Chairman Perez inquired about media coverage and Mr. Beasley, DEO Program Manager Yian Perrin and Ms. Ferradaz briefly explained.

Mr. Beasley briefly shared the current jurisdiction of Puerto Rico with regards to the U.S Department of Labor regional offices.

Mr. Beasley also briefed the Committee on his recent meeting with Juan Carlos del Valle and FIU officials regarding a Talent Development Network.

There was continued discussion.

There being no further business to come before the Committee, the meeting adjourned at 9:16am.

DRAFT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/16/2017

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: CAREERSOURCE SOUTH FLORIDA'S TECHHIRE SUMMER BOOTCAMP UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

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

BACKGROUND:

At the June 15, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the first CareerSource South Florida TechHire Summer Boot Camp program. The TechHire Summer Boot Camp initiative began on June 19, 2017 to provide youth, ages 15-22, with skills training to become entry-level professionals in high demand Information Technology (IT) careers.

A total of 465 students were enrolled in the program, of which 306 successfully completed the TechHire Summer Boot Camps and received a \$300.00 stipend. Of the 306 students who completed the program, 164 took the certification exam and the remaining 142 elected not to take the exam.

A total of 112 of the 164 students who took the exam passed, received a credential and an additional \$200.00 stipend. Eighty-three students passed during their first attempt; and the remaining 29 who were given an opportunity to retake the exam also passed.

The boot camps were delivered in five-week sessions (first sessions June 19-July 28, 2017 and the second session June 26-August 4, 2017) at 13 Miami-Dade County Public Schools and the CareerSource South Florida TechHire Center at Big Brothers Big Sisters. The TechHire Summer Boot Camp program offered youth participants the fastest paths to IT jobs, by providing them with the skills they will need in months, not years.

The TechHire Summer Boot Camps enhanced the area's future workforce in the IT Industry by connecting youth participants to both traditional and nontraditional educational resource. The training was a mix of accelerated learning programs that included gaming and coding, web development, Comp TIA A+, Auto CAD, Cyber Security, and Network Training Specialist an innovative channel for learning.

A detailed summary of the program's credential attainment is attached for the Committee's review.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

ATTACHMENT

TechHire Summer Boot Camp Credential Attainment by Training

First Time Exam Takers		Retakes	
Training	Credentials Attained	Training	Credentials Attained
Gaming Development	18	Gaming Development	7
Cyber Security	21	Cyber Security	8
Networking Training Specialist	7	Networking Training Specialist	4
Web Application Developer	2	Web Application Developer	1
Immersive Web Development	16	Immersive Web Development	5
AutoCAD	10	AutoCAD	2
Hardware Fundamentals/ Comp TIA A+	9	Hardware Fundamentals/ Comp TIA A+	2
	83		29



SFWIB EXECUTIVE COMMITTEE

DATE: 11/16/2017

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: NATIONAL EMERGENCY GRANT (NEG) UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Seek excellence in customer service**

BACKGROUND:

On October 5, 2017, the SFWIB received a Department of Economic Opportunity (DEO) Notice of Grant Award/Fund Availability (NFA) for National Emergency Grant (NEG) funding, as a result of Local Workforce Development Area (LWDA) 23 being severely affected by Hurricane Irma on September 9, 2017. NEG funds are discretionary grants awarded by the Secretary of Labor to states and local levels for significant dislocation events that arise from the effects of economic globalization, business fluctuations and unexpected events such as natural disasters.

At the October 19, 2017 meeting, the SFWIB approved the acceptance of up to \$37,215,712 with an initial release of \$4,571,292 in NEG funds, and the approval allowing SFWIB staff to allocate the funds based requests from various municipalities throughout the LWDA. The grant allows LWDA 23 to expand service capacity by providing time-limited funding assistance to create temporary employment to assist with clean-up and restoration activities.

The SFWIB has begun the recruitment and eligibility process to provide employment to citizens throughout LWDA 23 who will assist with clean-up and restoration efforts. The initial recruitments were for Miami Dade County Community Action and Human Services Department (CAHSD) and the Village of Islamorada, with subsequent recruitments beginning November 8, 2017.

SFWIB staff is currently coordinating recruitment efforts for Monroe County and several other municipalities as detailed in the attachment.

FUNDING: National Emergency Grant

PERFORMANCE: N/A

ATTACHMENT

Disaster Relief Employment Assistance Program

Requesting City/Municipality	Job Title	Number of Positions	Hourly Rate	Recruitment Date	Tentative Start Date
City of North Miami	Debris Clean-up Workers	100	\$13.50	11/8/2017	11/13/2017
City of Opa-Locka	Maintenance Worker	20	\$15.91	11/14/2017	11/20/2017
	Urban Ranger	30	\$15.91	11/14/2017	11/20/2017
Miami-Dade County/CAHSD	Maintenance Repairer 1	9	\$14.13	Currently recruiting	11/27/2017
	Regional Community Services Advocate	6	\$15.09	Currently recruiting	11/27/2017
	Special Projects Administrator	1	\$19.00	Currently recruiting	11/27/2017
	Violence Prevention Community Advocate	1	\$17.50	Currently recruiting	11/27/2017
Monroe County	Maintenance Worker	60	\$17.00	TBA	TBA
Village of Islamorada	Litter Removal	4	\$14.00	Currently recruiting	11/20/2017



SFWIB EXECUTIVE COMMITTEE

DATE: 11/16/2017

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD TO PROVIDE EMPLOYMENT & TRAINING SERVICES IN THREE CAREERSOURCE CENTERS PREVIOUSLY OPERATED BY CUBAN-AMERICAN NATIONAL COUNCIL (CNC)

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the approval for the South Florida Workforce Investment Board staff to provide employment and training services as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The SFWIB released a Request for Proposal (RFP) for Program Year 2017-2018 to solicit proposals from qualified organizations interested in, and capable of providing workforce services within Workforce Development Area (WDA) 23. On July 1, 2017, Cuban-American National Council, Inc. (CNC) was awarded a Workforce Services contract and began operating three (3) CareerSource locations: North Miami Beach, Miami Beach and South Miami.

On November 8, 2017, CNC notified the SFWIB of its decision not to terminate their contract in the WDA 23 effective as of December 1, 2017. On December 4, 2017, SFWIB will on-boarded the staff from the three affected CareerSource centers and provide employment and training services to the citizens within the region. In addition, SFWIB staff have submitted a request for authorization to provide direct services.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/16/2017

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: RELATED PARTY TRAINING VENDOR AGREEMENTS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB Executive Committee recommends to the Board the approval of Training Vendor Agreement with the Academy of South Florida, Inc. (the Academy) as set forth below:

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

STRATEGIC PROJECT: **Improve credential outcomes for job seekers**

BACKGROUND:

CareerSource Florida Contracting Policy prohibits the use of state or federal funds by a regional workforce board for any contract exceeding \$25,000 between a regional workforce board and a member of that board that has any relationship with the contracting vendor, unless the Department of Economic Opportunity (DEO) and CareerSource Florida has reviewed the contract.

SFWIB staff recommends to the Executive Committee to recommend to the Board the approval of Training Vendor Agreements with The Academy of South Florida, Inc.. In addition, SFWIB staff is requesting authorization to pay for training services rendered by the Academy.

The policy does not exclude agreements with training/educational institutions that regional workforce boards enter into with a training/educational institution included on the local eligible training provider list and for which eligible applicants choose from when selecting a training/educational provider. Accordingly, the Training Vendor Agreements between the SFWIB and the Academy of South Florida, Inc. is subject to the 2/3 vote requirement and will be submitted to DEO and CareerSource Florida for review.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT