



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AUDIT COMMITTEE MEETING

**June 21, 2012
8:00 A.M.**

Doubletree Miami Mart/Airport Hotel and Exhibition Center
711 NW 72nd Avenue
Palm Room
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Recommendation as to Approval to Accept Additional Dislocated Worker Funds
3. Recommendation as to Approval of an Adjustment to NEG/OJT Carry Forward Budget
4. Recommendation as to Approval to Accept Funding for the Development and Implementation of Statewide Performance Tools
5. Recommendation as to Approval to Allocate Youth Funds to Adult Mankind Organization, Inc. (AMO)
6. Recommendation as to Approval of the Selection of an External Independent Audit Firm



2.

SFWIB - Audit Committee

June 21, 2012

Approval to Accept Additional Dislocated Worker Funds

RECOMMENDATION

SFWIB staff recommends that the Audit Committee recommend to the Board the approval to authorize staff to accept an additional \$371,801 in WIA Dislocated Worker Program funds as set forth below.

BACKGROUND

On July 19, 2010, the SFWIB received a Notification of Fund Availability (NFA) from the Department of Economic Opportunity (DEO) for \$8,616,216 in WIA Dislocated Worker funding for the Program Years (PY) 2010-12.

On May 25, 2012 the Department of Economic Opportunity released an NFA to Regional Workforce Board 23 for an additional \$371,801 in PY 2010-12 WIA Dislocated Worker funds.

The WIA Dislocated Worker program provides employment and training services to workers affected by plant closures and other layoffs. State law requires that 50% of the funding be allocated for training and support services.



3.

SFWIB - Audit Committee

June 21, 2012

**Approval of an Adjustment to
NEG/OJT Carry Forward Budget**

RECOMMENDATION

SFWIB staff recommends that the Audit Committee recommend to the Board the approval to authorize staff to modify the Fiscal Year Budget as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget. The budget for the ARRA NEG OJT program included a carry forward amount of \$320,748. However, the actual carry forward amount was \$358,515.

Staff recommends the Audit Committee's approval to modify the Fiscal Year 2011/12 budget for the additional \$37,767 carry forward funding.



4.

SFWIB - Audit Committee

June 21, 2012

**Approval to Accept Funding for the
Development and Implementation of
Statewide Performance Tools**

RECOMMENDATION

SFWIB staff recommends that the Audit Committee recommend to the Board the approval to authorize staff to accept \$247,252 of additional WIA (i.e. Youth, Adult and Dislocated Worker) dollars to fund the development of the Statewide Performance Tools project.

BACKGROUND

The award will fund the development and implementation of the following Performance Management System tools that will be used by Regional Workforce Boards within the State of Florida:

- **Career Advancement Program (CAP) Review Tool:** To help improve CAP participation rate.
- **Soft Exit Application:** To better manage participant exits.
- **Incomplete Registration Report:** To assist in identifying individuals with incomplete EFM registrations.
- **Job Orders Report:** To assist with the management of job orders by number of days opened.
- **Referral-to-Placement Report:** To help improve the quality of referrals made by staff.

In addition, the available funds will be used to hire programmers needed to design the system and to provide computer support, as well as to purchase the equipment required to run the system.



5.

SFWIB - Audit Committee

June 21, 2012

**Approval to Allocate Youth Funds
to Adult Mankind Organization, Inc.**

RECOMMENDATION

SFWIB staff recommends that the Audit Committee recommend to the Board the approval to allocate \$688.96 to Adult Mankind Organization, Inc. (AMO).

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2012-12 budget. The budget for the Youth Program included \$640,980 for Adult Mankind Organization, Inc. (AMO). Subsequent to the budget approval, AMO identified two students from Miami Central Senior High School to participate in the Aviation Internship program and work 40 hours during the month of June. AMO has requested \$688.96 in supplemental funding to cover the cost of training for the two selected students.

Staff recommends that the Audit Committee approve the \$688.96 in supplemental funding requested.



6.

SFWIB - Audit Committee

June 21, 2012

**Approval of the Selection of an
External Independent Audit Firm**

RECOMMENDATION

SFWIB staff recommends that the Audit Committee recommend to the Board the approval to authorize staff to negotiate a contract for external independent auditing services with the successful offeror-firm.

BACKGROUND

On March 14, 2012, staff released a Request for Qualifications (RFQ) for External Independent Audit Services to the public. The RFQ solicited responses from experienced and capable Certified Public Accounting firms to provide a single audit of the SFWIB in accord with the Federal Single Audit Act, Office of Management and Budget Circular A-133, Florida Single Audit Act, and DEO Final Guidance 05-019.

An Offerors Conference was held on March 26, 2012, giving the offerors an opportunity to voice questions about the RFQ. Following the Conference, staff posted the answers to those questions on the SFWIB website.

A total of ten (10) proposals were received by the April 13, 2012 deadline.

The RFQ specifies that the evaluation process consist of both a technical and oral presentation review. A Technical Review Proposal Forum was held on April 19, 2012, during which the raters announced their scores per offeror (refer to the attached technical evaluation scoring sheet). In addition, the top five (5) ranked firms were invited to participate in the Oral Presentation Component of the RFQ process to deliver an oral presentation before the Audit Committee meeting being held today.

The average of the technical and oral presentation scores will determine the offerors' final score. In the absence of a conflict, the Audit Committee will select the offeror-firm with the highest final score and recommend that offeror to the Board for approval.

Attachment

External Independent Audit Services

Requesting Firm	TECHNICAL REVIEW SCORES					
	Bernardo Adrover	Jeff Bridges	Roberto Datorre	Odell Ford	Edith Zewadski-Bricker	Average Score
Marcum	77.00	88.00	90.00	85.00	77.00	83.40
Goldstein Schechter Koch, PA	82.00	83.00	73.00	83.75	82.00	80.75
Morrison, Brown, Argiz & Farra, LLC.	78.00	64.00	71.00	71.00	61.00	69.00
TCBA Watson Rice, LLP	95.00	83.00	90.00	81.25	87.00	87.25
McGladrey & Pullen, LLP	94.00	89.00	97.00	80.75	90.00	90.15
Harvey, Covington & Thomas, LLC	93.00	63.00	70.00	83.75	68.00	75.55