



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
FINANCE AND EFFICIENCY COUNCIL MEETING**

**THURSDAY, October 20, 2016
8:00 A.M.**

Doubletree by Hilton Miami Airport Hotel &
Exhibition Center
711 NW 72nd Avenue
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Finance and Efficiency Council Meeting Minutes
 - A. June 23, 2016
 - B. August 18, 2016
3. Information - Financial Report - August 2016
4. Information - Bank Reconciliation - August 2016
5. Information – Fiscal Audit Update
6. Information – Fiscal and Programmatic Monitoring Activity Reports
7. Recommendation as to Approval to Allocate Funds to Transitions, Inc. for Supportive Services
8. Recommendation as to Approval to Allocate Funds to the City of Miami for the Employ Miami Dade Project
9. Recommendation as to Approval to Accept Welfare Transition Program Funds

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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 FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2A

DATE: October 20, 2016 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

June 23, 2016 at 8:00am

Doubletree by Hilton Miami Airport Hotel & Exhibition Center

711 NW 72nd Avenue

Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Gibson, Charles A, <i>Chairman</i> 2. Perez, Andy, <i>Vice-Chairman</i> 3. Bridges, Jeff 4. Datorre, Roberto 5. Montoya, Rolando 6. Scott, Kenneth 	<ol style="list-style-type: none"> 7. Adrover, Bernardo 8. Davis- Raiford, Lucia 9. Socorro, Ivonne <p>SFW STAFF Alonso, Gustavo Garcia, Christine</p>	<p>Gilbert, David – <i>City of Miami Center</i></p> <p>Fauchaner, Maria – <i>New Professional Technical Insitute</i></p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Finance and Efficiency Council Vice-Chairman called the meeting to order at 8:25am asked the members present introduce themselves. Quorum had been achieved.

2. Approval of the Finance and Efficiency Council Meeting Minutes

Mr. Kenneth Scott moved the approval of April 21, 2016 meeting minutes. Motion seconded by Dr. Rolando Montoya; **Motion Passed Unanimously**

3. Information – Financial Report – April 2016

Vice-Chairman Perez introduced the item and SFWIB Assistant Director of Finance presented the following:

Budget Adjustment:

Revenues:

- There were no revenue adjustments

Expenses:

- Youth Services decreased by \$28,014
- Set asides decreased by \$120k
- Unallocated costs increased by \$85k
- Other programs increased by \$205k
-

Explanation of Significant Variances

1. Training and Support Services – low at 25.5% versus 83.33%
2. Other Programs and Contracts are 10.4% versus 83.33%

Mr. Alonso additionally reviewed with the Council the agency summaries.

Dr. Montoya needed an explanation as to how the agency achieved below 23 points in headquarters and facility costs (at the range of 60%). Mr. Alonso explained that the agency runs a very “conservative shop” and further explained when capital budget is expended. He noted an example of the agency not filling a few vacant positions to cut back on cost.

Mr. Datorre inquired about staffing as he wanted to know whether the vacant positions are no longer needed. Mr. Alonso gave an example of a Policy Coordinator position that had been filled by former employee, Phillip Edwards and that is currently vacant. Mr. Alonso further explained that at one point, Executive Director Rick Beasley had been working weekends to complete agendas.

Mr. Datorre inquired about unused funds. Staff responded it is carried over. Dr. Montoya noted there will be a huge role over of funds in the amount of \$18 million.

Mr. Scott asked whether Phillip Edwards is still working for CSSF. Mr. Alonso responded, “No” and noted that his former position has been vacant for several years.

Mr. Perez inquired about person completing the tasks for this position and Mr. Alonso responded Cheri Kavehersi. Mr. Perez further asked who completed the functions of the Policy Coordinator position immediately after Mr. Edward’s resignation. Mr. Alonso and Comp Controller Christine Garcia responded Frances Gonzalez. They both explained that she coordinated all Requests for Proposals and Mr. Beasley managed the agenda processes. He additionally noted that other duties were spread out to other staff as there were two to three people the task of this position.

Mr. Scott emphasized the importance of filling positions to offset the workload of other staff members.

Dr. Montoya inquired about the programmatic expenses and Executive Director Rick Beasley further explained.

Mr. Perez asked whether carry-over funds could be used to hire additional staff and Mr. Beasley gave details regarding current vacant positions that would potentially be filled such as the Program Monitor position, Contracts Officer position, Business Services Manager position. He provided further details.

No further questions or discussions.

4. Information – Bank Reconciliation – May 2016

FEC Chairman Perez introduced the item and Mr. Alonso further presented the report.

Dr. Montoya inquired about the acceleration of payment which he commented is considered normal towards the end of the program year. He wanted to verify additional information on revenue and expenses.

Dr. Montoya asked whether there will be increase in revenue towards the month of June. Mr. Beasley explained there will be more “draw down” during that particular month. He additionally noted both expenditures and revenue will increase.

[Joe Chi arrived]

Mr. Perez inquired about the budget committee members and staff responded Jeff Bridges, Dr. Rolando Montoya, Obdulio Piedra.

Mr. Perez inquired about an item related to the Department of Children and Families (DCF). Mr. Beasley responded that the item would be heard before the full Board.

5. Recommendation as to Approval to the 2016-2017 Budget

Mr. Beasley presented.

Someone from the audience inquired about the acronym ITA. Mr. Beasley responded Individual Training Account (ITA). Mr. Beasley responded Individual Training Accounts.

Mr. Roberto Datorre moved the approval of the 2016-2014 Budget. Motion seconded by Joe Chi seconded; **Motion Passed Unanimously**

6. Recommendation as to Approval to Allocate \$235,600 to the City of Miami for the Ready to Work Employment Program

Vice-Chairman Perez introduced the item and Mr. Alonso responded that the item would be removed as the City of Miami no longer needs the funds.

Mr. Beasley asked what would happen to the funds. Mr. Alonso responded that it would be potentially be allocated to the Summer Youth Employment program since the funds cannot be carried-over.

[ITEM REMOVED]

7. Recommendation as to Approval to De-obligate and Re-allocate Refugee Employment and Training (RET) Program Transportation Funds.

Mr. Alonso presented the item.

Vice-Chairman Bridges moved the approval to de-obligate and re-allocate refugee employment and training (RET) program Transportation funds. Motion seconded by Mr. Roberto Datorre; **Motion Passed Unanimously**

8. Recommendation as to Approval to Allocate funds to Miami-Dade County Parks, Recreation and Open Spaces for the Fit2Lead Internship Program

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

SFWIB Chairman Bridges asked whether if this is a summer program. Someone from the audience responded that it is possibly a year round program.

Mr. Datorre inquired about the reason for rolling over funds and Mr. Alonso explained that the launch of this program had been delayed.

Mr. Kenneth Scott moved the approval to allocate funds to Miami-Dade County Parks Recreation and Open Spaces for the Fit2Lead Internship Program; Motion Seconded by Dr. Rolando Montoya; **Motion Passed Unanimously**

9. Recommendation as to Approval to Allocate funds to Experience Aviation, Inc. For the SAFEE Aviation Summer Camp Program

Vice-Chairman Perez inquired about this item being brought before the Council for amount seemingly small. Staff further explained.

Vice-Chairman Bridges moved the approval to allocate funds to Experience Aviation, Inc. for the SAFEE Aviation Summer Camp Program. Motion seconded by Mr. Kenneth Scott; **Motion Passed Unanimously**

There being no further business to come before the Council, the meeting adjourned at 9:11am.



SFWIB FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2B

DATE: October 20, 2016 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

August 18, 2016 at 8:00am
 Doubletree by Hilton Miami Airport Hotel &
 Exhibition Center
 711 NW 72nd Avenue
 Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
1. Bridges, Jeff 2. Datorre, Roberto 3. Davis-Raiford, Lucia	4. Adrover, Bernardo 5. Gibson, Charles A, <i>Chairman</i> 6. Perez, Andy, <i>Vice-Chairman</i> 7. Scott, Kenneth SFW STAFF Alonso, Gustavo Garcia, Christine	Thompkins, Carshena – BCA Watson Rice, LLP

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

SFWIB Vice-Chairman Jeff Bridges called the meeting to order at 8:45am, asked the members present introduce themselves and noted that a quorum had not been achieved.

2. Approval of the Finance and Efficiency Council Meeting Minutes of June 23, 2016

Deferred due to lack of quorum

3. Information – Financial Report – June 2016

Vice-Chairman Perez introduced the item and SFWIB Assistant Director of Finance presented the following:

Budget Adjustment:

Revenues:

- There were no revenue adjustments

Expenses:

- Adult Services increased by \$29,037
- Set asides increased by \$102,000
- Training and Support Services decreased by (\$2,392,797)
- Other Programs increased by \$2,376,098

Explanation of Significant Variances

1. Revenues – low at 66.7% versus 100%
2. Adult Services – low at 64.89% versus 100%
3. Training and Support Services – low at (44.6% versus 100%)
4. Other Programs and Contracts – at 61.5% versus 100% (as a result of a few that had not materialized).

SFWIB Vice-Chairman Bridges requested additional information on a brief discussion by Mr. Alonso regarding former contractor KRA's budget adjustments. Mr. Alonso provided further explanation on the entity's early termination contract and a 10-day payment delayed invoice.

Mr. Datorre inquired about the remaining funds that were allocated to KRA Corporation. Mr. Alonso explained that it had been reallocated to Arbor, E&T that took over the centers formerly operated by KRA.

Mr. Alonso reviewed with the Council each line item.

SFWIB Vice-Chairman Bridges briefly shared with the Council regarding the delay of the summer youth program. Mr. Alonso explained the challenges with hiring youth that are willing to work. Ms. Davis-Raiford explained Miami-Dade County's delay in "gearing up the launch of the program."

There was continued discussion regarding the summer youth program.

Mr. Bridges recommended additional structure be in place. Ms. Davis-Raiford recommended a better communication with the Miami-Dade County Commissioners.

There was continued discussion regarding the challenges.

Mr. Alonso noted the agency has been reimbursing contractors for direct placements more than obtained placements. He explained the difference between the two types of placements.

SFWIB Vice-Chairman Bridges recommended a stipend program versus hourly pay for youth participants. He explained that the stipend is better manageable as payments to youth employees would be processed sooner.

Mr. Datorre asked whether if Take Stock in Children (TSIC) exhausted all of its allocated funds.

Mr. Alonso responded, “Yes” then briefly explained the purchasing of scholarships. Mr. Datorre furthermore inquired about the Early Learning Coalition (ELC). Mr. Bridges gave a brief overview of the entity’s deficit, but further explained that many clients, who are current parents, are referred to ELC for its School Readiness and VPK programs. Mr. Datorre questioned the fact the line item did not show 100% expended. Mr. Alonso explained that the report showed 0% variance.

SFWIB Vice-Chairman Bridges asked whether if unexpended funds could have been reallocated to the PACE Center for Girls, Inc. Mr. Alonso further explained the requirements of capacity building prior to issuing a check.

Mr. Datorre requested additional details on a statement Mr. Alonso mentioned regarding some of the new organizations coming onboard that might not have the proper experience in managing services required by CSSF. Mr. Datorre requested information on how this could be verified prior to binding a contract with the entity. Mr. Bridges suggested creating a process to help those new entities. However, he explained that the process should not only consist of checking but assisting (training) as well.

Ms. Davis-Raiford shared with the Council of a recent conference that both she and Executive Director Rick Beasley attended. She explained that one of the major discussions covered was the ability of CAAs across the State of Florida working better with Workforce Development Boards. She suggested implementing a mutual capacity building as a part of working with firms that CSSF intends to work with by conducting analysis and diagnostics. Mr. Alonso noted the importance of financial management. Ms. Davis-Raiford explained the issues with reimbursement for those entities that lack the capital (cashflow) to fill the gap while waiting on reimbursements. Mr. Alonso briefly gave an example of a related issue.

Mr. Datorre asked whether if staff meet with entities to provide an overview of the CSSF’s processes. Mr. Bridges explained the importance of having key individuals involved in the process of delivering information to current contractors. Mr. Datorre suggested having meetings that involve all key parties to explain the processes. Mr. Alonso briefly gave an example of a related issue. Mr. Bridges suggested getting consultants involved.

4. Information – Bank Reconciliation – June 2016

SFWIB Vice-Chairman Bridges introduced the item and Mr. Alonso presented.

No further questions or discussion.

5. Information – Audit Update

Mr. Alonso introduced the item then introduced the Carshena Allison of BCA Watson Rice, LLP who appeared before the Council and presented.

No further questions or discussions.

6. Information – Fiscal and Programmatic Monitoring Activity Reports

SFWIB Vice-Chairman Bridges introduced the item and Mr. Alonso further presented. He explained CSSF's two monitoring teams which consist of Contracts division that does the financial monitoring and Quality Assurance that monitors the services offered (programmatic). Mr. Alonso presented two reports. However, Vice-Chairman Bridges requested that a hard copy of the report be provided as well due to the font size of the report not being legible.

Mr. Datorre inquired about any findings and Mr. Alonso explained the two columns listed in the report which showed the total amount monitored and the total disallowed costs. He further explained there are not too many contractors with disallowed costs. Ms. Davis-Raiford asked whether if the funds were cost reimbursed. Mr. Alonso explained that the contractors were reimbursed already, but weren't appropriated. He provided further details. Mr. Alonso noted anything above a 3% is considered acceptable.

SFWIB Vice-Chairman Bridges inquired about Youth Co-Op, Inc. and Mr. Beasley provided details. Ms. Davis-Raiford asked whether if "error" would be categorized as a client that did not submit the right paperwork. Mr. Bridges responded, "Yes."

SFWIB Assistant Controller Christine Garcia provided further details.

Ms. Davis-Raiford inquired about the reimbursement and Mr. Alonso explained that this agency does not reimburse for food or beverages then further explained the processes.

SFWIB Bridges inquired about the review processes. It was further explained to him.

There being no further business to come before the Council, the meeting adjourned at 9:11am.



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: FINANCIAL REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently. Accordingly, the attached un-audited financial report for the month of August 2016 is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: AUGUST 2016 AND SEPTEMBER 2016 BANK RECONCILIATION

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently.

Based on the Internal Control Procedures recommended by the Department of Economic Opportunity of the State of Florida, the Finance Committee, at its April 2, 2009 meeting, requested a monthly cash reconciliation report be provided at every committee meeting. Accordingly, the attached cash reconciliations for the month of August 2016 and September 2016 is being presented for review by the Council members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

**South Florida Workforce Investment Board
Reconcile Cash Accounts**

Reconciliation Date: 8/31/16

Cash Account: 1102 Cash -General Operating Account

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	(520,170.66)	
Less Checks/Vouchers Drawn	(5,389,708.20)	330
Plus Deposits		
Checks Voided	5,650.00	3
Deposits	8,211,390.69	44
Plus Other Items	(216.07)	1
Unreconciled Items:		
Ending Book Balance	<u><u>2,306,945.76</u></u>	
Bank Balance	3,989,371.43	
Less Checks/Vouchers Outstanding	(1,682,425.67)	62
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>2,306,945.76</u></u>	
Unreconciled difference	<u><u>0.00</u></u>	

Prepared by: Odell J. Ford Jr. 9/9/16
Odell J. Ford Jr.

Approved by: [Signature] 9/12/16

**South Florida Workforce Investment Board
Reconcile Cash Accounts**

**Reconciliation Date: 9/30/16
Cash Account: 1102 Cash -General Operating Account**

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	2,306,945.76	
Less Checks/Vouchers Drawn	(3,384,622.13)	207
Plus Deposits		
Checks Voided	11,490.94	1
Deposits	4,450,795.38	22
Plus Other Items	(109.11)	1
Unreconciled Items:		
Ending Book Balance	<u><u>3,384,500.84</u></u>	
Bank Balance	3,746,017.97	
Less Checks/Vouchers Outstanding	(361,517.13)	56
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>3,384,500.84</u></u>	
Unreconciled difference	<u><u>0.00</u></u>	

Prepared by: Odell J. Ford Jr. 10/12/16
Odell J. Ford Jr.

Approved by: [Signature] 10/13/16



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: FISCAL AUDIT UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On December 17, 2015, the South Florida Workforce Investment Board (SFWIB) approved the negotiation of a contract with TCBA Watson Rice, LLP for the performance of an external independent audit of the agency's financial records and reports for Program Year 2015-16. The attached Audit Status Update is being provided for the Committee to review.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: ACTIVITY REPORT -- INTERNAL MONITORING RESULTS

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

At the request of the SFWIB Audit Committee, SFWIB staff prepared the attached Internal Fiscal Monitoring Activity Reports for Program Year 2016-2017 for the period of July 1, 2016 through September 30, 2016. The report is a summary of the Service Providers monitored, and the findings resulting from the Internal Fiscal Monitoring activities.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

CareerSource South Florida (CSSF) Board of Directors Meeting October 20, 2016
Office of Continuous Improvement (OCI) Fiscal Unit
Fiscal Monitoring Activity Report from July 1, 2016 to September 30, 2016
Program Year 2016-2017

Service Provider	Programs	Contracts Amount	Disallowed Costs	Deficiencies	Repeat Findings	Plan of Corrective Actions (POCA) Received
FINANCIAL MONITORING						
Arbor E & T, LLC.	Career Centers	\$3,505,536	\$ 263.11	Client not registered in the Employ Florida Marketplace (EFM) database.	No	POCA accepted
	Refugee	\$ 966,106	None	The Cost Allocation Plan (CAP) was not developed in conformity with requirements	Yes	
				Credit card and PCard transactions misclassified, incorrectly allocated and erroneously recorded in the general ledger.	Yes	
				Expenditures for home office expenses not properly explained in budget narratives.	No	
				Vendor payments not remitted timely.	No	
				Personnel files incomplete.	Yes	
				Required reporting not completed and uploaded to CSSF's Intranet	No	
City of Miami	Career Centers	\$1,377,320	None	Numerous discrepancies between the individual attendance leave, the personal activity reports and the payroll	Yes	POCA accepted
	Employ Miami-Dade	\$ 150,000	None	The accounting system does not currently have a general ledge account set up to record unallowable costs.	No	
				Sampled payments were not remitted to vendors in a timely manner.	No	
				Level 2 background screenings for new employees, volunteers and subcontractors were not submitted to CSSF as required.	No	
Community Coalition, Inc.	Out of School Youth	\$ 595,620	\$ 81.66	Insufficient segregation of duties.	No	POCA is not due yet
	Refugee	\$ 835,867	None	Bank reconciliations not signed and dated by the preparer.	No	
				Issuing checks not in number sequence	Yes	
				Expenditures incorrectly allocated and recorded.	Yes	
				Payments to vendors were not remitted in a timely manner	Yes	
				Bank charges for non-sufficient funds, which are unallowable.	No	
				Not adequately monitoring budget variances	No	
				Weekly time sheets, personnel activity reports, and the payroll registers did not agree.	Yes	
				Personnel files were incomplete or missing required documentation .	No	
				Required reports not timely upload to CSSF's Intranet .	No	
				Electronic records being backed up inconsistently.	No	
				Level 2 background screenings for new employees, volunteers and subcontractors were not submitted to CSSF as required.	Yes	
				The Financial Closeout Package was not submitted timely	No	
Cuban American National Council,	In-School Youth	\$ 290,976		Expenditures were incorrectly allocated, misclassified, and recorded in the general ledger.	Yes	POCA is not due yet
Report issued on 9/29/16	Out of School Youth	\$ 568,861		Sampled payments were not remitted to vendors in a timely manner.	Yes	
	Refugee	\$ 947,155		Required reports not timely upload to CSSF's Intranet .	No	
				Board meeting minutes not prepared (executive, audit, finance, strategic, governance, nominating and polices and programs)	No	
OFFICE OF MANAGEMENT AND BUDGET (OMB) A-133 REVIEWS						
Final Management Decision Letters were issued for: Adults Mankind Organization, Inc., City of Miami, Community Coalition, Inc., Greater Miami Services Corporation, KRA Corporation and Florida Memorial University.						
PLAN OF CORRECTIVE ACTIONS (POCA) REVIEWED DURING THIS REPORTING PERIOD						
Plan of Corrective Actions (POCAs) were reviewed for: Miami Beach Latin Chamber of Commerce, Inc., Ser Jobs for Progress, Inc, Miami Beach Latin Chamber of Commerce, Inc., Youth Co-Op, Inc., City of Miami and Arbor E & T, LLC.						



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: ALLOCATION OF FUNDS FOR TRANSPORTATION AND SUPPORT SERVICES TO TRANSITIONS INC.

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to allocate \$13,000 in Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker funds to Transitions, Inc. for transportation and support services, as set forth below.

STRATEGIC GOAL: **IMPROVE SERVICES FOR INDIVIDUALS W/ BARRIERS**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On June 23, 2016 the SFWIB approved the SFWIB Budget and the corresponding Provider allocations for the contract year 2016-2017. Subsequent to the budget approval, Transitions, Inc. requested an allocation of \$8,000 for supportive services and \$5,000 for transportation passes.

Currently, Transitions, Inc. has participants enrolled at Miami Dade College in the Training for Manufactured Construction (TRAMCON) program. Transitions, Inc. is requesting \$13,000 in supportive services funding for registration, books, fees, and transportation to complement the training for the participants.

In order to accommodate this request, SFWIB staff recommends to the Finance and Efficiency Council the re-allocation of \$13,000 in set-aside funds to Transitions, Inc. for the requested supportive services.

FUNDING: Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Funds

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 8

AGENDA ITEM SUBJECT: EMPLOYEE MIAMI DADE INITIATIVE

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to allocate an amount not to exceed \$350,000 dollars to the City of Miami for the Employ Miami-Dade Project, as set forth below.

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

STRATEGIC PROJECT: **Expand Career exploration pathway programs**

BACKGROUND:

On December 14, 2014, the Honorable Mayor Carlos Gimenez launched the Employ Miami Dade (EMD) Project to provide training and employment opportunities for Miami-Dade County residents. The intent of this initiative is to strengthen the economic development of the community by educating and providing employment to unemployed residents. Employ Miami-Dade focuses on the targeted industry sectors of the One Community One Goal strategic plan.

Mayor Gimenez has partnered with the business community, CareerSource South Florida (CSSF), Neighbors and Neighbors Association, Associated Builders and Contractors – Florida East Coast Chapter, Circle of Brotherhood, and others to leverage resources in addressing unemployment in areas throughout Miami Dade County that need assistance by offering skills and work readiness training.

The role of the SFWIB is to coordinate EMD service delivery with its partners and enroll all eligible Miami Dade County residents through the CSSF center operated by the City of Miami. CSSF center staff will conduct assessments, provide case management, and refer participants to work readiness, skills training and job placement.

SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to allocate to \$200,000 for training services and \$150,000 in programmatic and administrative funds to the City of Miami.

FUNDING: Workforce Innovation and Opportunity (WIOA) Adult and Dislocated Worker, Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP)

PERFORMANCE:

Number of Served - 170

Number of Placed into Jobs - 144

Cost Per Placement - 2,063

Average Wage - \$9.72

Net Economic Benefit - \$18,154.60

Return-On-Investment - \$8.80

Economic Impact - \$2.61 million dollars in salaries generated

NO ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 10/20/2016

AGENDA ITEM NUMBER: 9

AGENDA ITEM SUBJECT: ACCEPTANCE OF TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to accept \$22,392 in Welfare Transitions program funds, as set forth below

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

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

BACKGROUND:

On August 24, 2016 the SFWIB received a Notice of Funds Availability from the Department of Economic Opportunity (DEO) of the State of Florida for a total award of \$22,392.27 in Welfare Transition program funds.

Use of these funds must follow all applicable U.S. Department of Health and Human Services (USDHHS) laws, rules and regulations and must be consistent with the Program Year 2016 Annual Funding Agreement between the USDHHS and DEO.

FUNDING: Temporary Assistance for Needy Families (TANF)

PERFORMANCE: N/A

NO ATTACHMENT