



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: June 15, 2017 at 9:30AM
 Doubletree Hotel – Convention Center
 711 N.W. 72nd Avenue
 Miami, FL 33126

SFWIB MEMBERS IN ATTENDANCE	SFWIB MEMBERS NOT IN ATTENDANCE	SFW STAFF
<ol style="list-style-type: none"> 1. Bridges, Jeff <i>Chairperson</i> 2. Perez, Andre, <i>Vice-Chairman</i> 3. Baldwin, Cheryl 4. Brecheisen Bruce 5. Brown, Clarence 6. Clayton, Lovey 7. Ferradaz, Gilda 8. Gaber, Cynthia 9. Gazitua, Luis 10. Jordan, Barbara 11. Manrique, Carlos 12. Maxwell, Michelle 13. Piedra, Obdulio 14. Regueiro, Maria C. 15. Rod, Denis 16. Roth, Thomas 17. Russo, Monica 18. Scott, Kenneth 19. Thurman, Karen 	<ol style="list-style-type: none"> 20. Adrover, Bernardo 21. Chi, Joe 22. del Valle, Juan-Carlos 23. Datorre, Roberto 24. Davis-Raiford, Lucia 25. Diggs, Bill 26. Garza, Maria 27. Gibson, Charles 28. Huston, Albert 29. Ludwig, Philipp 30. West, Alvin 	<p>Beasley, Rick Alonso, Gus Almonte, Ivan Anderson, Frances Butkowski, Dennis Garcia, Christine Gilbert, David Gomez, Maria Gonzalez, Frances Graham, Tomara Jean-Baptiste, Antoinette Kavehersi, Cheri Perrin, Yian Smith, Marian Smith, Robert</p> <p>Assistant County Attorney (s)</p> <p>Shanika Graves - Miami-Dade County Attorney's office – SFWIB's Legal Counsel</p>

OTHER ATTENDEES	
<p>Allison, Carsheena – <i>BCA Watson Rice, LLP</i></p> <p>Brito, Hilma – <i>ARBOR E& T Rescare, Inc.</i></p> <p>C. Marie – <i>Transition, Inc.</i></p> <p>Collazo, Janet – <i>Cuban American National Council, Inc. (CNC)</i></p> <p>Costas, Jorge – <i>Youth Co-Op, Inc.</i></p> <p>Cooper, Jaime – <i>New Horizons, Inc.</i></p> <p>Costas, Jorge – <i>Youth Co-Op, Inc.</i></p> <p>Dorsett, Deborah – <i>Greater Miami Service Corp</i></p> <p>Farinas, Irene – <i>Adults Mankind Organization (AMO)</i></p> <p>Girnun, Arnie – <i>New Horizons, Inc.</i></p> <p>Lopez, Sonia - <i>Cuban American National Council, Inc. (CNC)</i></p>	<p>Manning, Ann – <i>Transition, Inc.</i></p> <p>Mendez, Jesse – <i>Community Coalition, Inc.</i></p> <p>Rodriguez, Maria – <i>Youth Co-Op, Inc.</i></p> <p>Sellers, Robert – <i>City of Miami</i></p>

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Agenda items are displayed in the order in which they were discussed.

1. Call to Order and Introductions

SFWIB Chairman, Jeff Bridges called the meeting to order at 9:39a.m, began with introductions and noted that a quorum of members present had been achieved.

2.a. Approval of SFWIB Meeting Minutes of February 15, 2017

Ms. Monica Russo moved the approval of SFWIB Meeting Minutes of February 15, 2017. Motion seconded by Mr. Kenneth Scott; **Motion Passed Unanimously**

5.c. Recommendation as to Approval to Allocate Funds to Miami-Dade County for the Summer Youth Internship Program

Chairman Bridges introduced the item.

Mr. Luis Gazitua moved the approval to allocate funds to Miami-Dade County for the summer youth internship program. Motion seconded by Mr. Kenneth Scott; **Further Discussion(s):**

Executive Director Rick Beasley presented the amended item and noted the following scrivener errors into record:

- ~~\$1million~~ (\$1.3 million)
- ~~Miami-Dade County~~ (Miami-Dade County Public School (M-DCPS) District
- ~~6e~~ (5c)
- ~~In partnership with youth initiative~~
- ~~Children's initiative~~

[Commissioner Barbara Jordan Arrived]

Mr. Gazitua withdrew his original motion and stated new one as amended. Motion seconded by Mr. Kenneth Scott; **Further Discussion(s):**

Commissioner Jordan inquired about the following:

- Whether or not the contract had been signed
- Whether a report would be provided on the number of placed students

Mr. Beasley explained that the contract had not been finalized due to pending discussions with representatives of M-DCPS. He provided further details.

Commissioner Jordan inquired about delays and Mr. Beasley explained. She additionally inquired about the number of open slots for youth participants. He responded a total of 237 with a budget of \$581,000 and 755 youth participants with a budget of 1.3 million dollars. Commissioner asked whether if this would be from unrestricted dollars. She also inquired about current restrictions. Mr. Beasley explained about the eligibility list that would be provided by the Department of Children and Families (DCF).

[Dr. Maria Regueiro Arrived]

Commissioner Jordan shared her various concerns and later requested a report be provided detailing the following:

- The number of placements from prior year's program.
- The areas/schools the students were selected from
- The number of students selected per school

Commissioner Jordan further shared her concern that only five students were selected from Carol City. However, there were over 100 students selected from Coral Reef.

Mr. Beasley shared his comments and explained that he will work with M-DCPS and provide an update.

Chairman Bridges asked what would happen if the contract doesn't get signed by M-DCPS. Commissioner Jordan explained and noted that the program is designed to place at-risk students and students in general. She commented it is an eligibility problem. Mr. Beasley explained the program would include students receiving free or reduced lunch and/or cash assistance.

Miami-Dade Assistant County Attorney Shanika Graves clarified into record that during the prior year, she worked on the program which allotted 100 students per Commission District and explained that it was not based on the school. She moreover noted that CSSF intended to join the collaboration and build upon last year's program. She also noted that she would ask representatives of the Children's Trust which presented before Miami-Dade County Commission at its recent meeting for a copy of the presentation which covered information related to qualifications and selections.

Chairman Bridges requested the information be sent to him as well.

Commissioner Jordan requested additional clarification and Ms. Graves further explained the goal of recruiting 100 students by Commission Districts. She noted that the goal wasn't to recruit from specific schools within the district, but rather schools within each Commission District. Ms. Graves moreover noted that she would verify whether there's a report that provides detailed information on schools where students were recruited and the type of students that were recruited as well as identify whether a tally had been taken showing the number of students from each school within each Commission district. Commissioner Jordan noted she would greatly appreciate receiving this information to share with members of the County Board.

Mr. Piedra verified the modification made to the amended item. Mr. Beasley briefly explained and Ms. Graves additionally clarified that the prior year program involved Miami-Dade County, Miami-Dade County Public Schools (M-DCPS) and the Children Trust where Miami-Dade County and the Children's Trust allocated the funding and M-DCPS administered the program and the Foundation for New Education Initiatives, Inc. is a fiscal agent for the School Board that ensured student participants and staff were paid. She went on to explain that if SFWIB/CSSF join the collaboration; it would be allocating funds similar to M-DC and Children's Trust and to be administered by the School Board. Moreover the Foundation for New Education Initiatives, Inc. would be the fiscal agent.

Mr. Piedra verified whether SFWIB/CSSF would contract with M-DCPS or Children's Trust. Ms. Graves explained that it would be with M-DCPS. She further explained the delay due to contractual restrictions.

[Dr. Denis Rod left]

There was continued discussion.

Commissioner Jordan requested a representative from the M-DCPS explain the current delays.

Dr. Galvin of Miami-Dade County Public Schools (M-DCPS) appeared before the Board and explained.

Chairman Bridges emphasized the importance of having an alternate plan (back-up plan). Mr. Beasley recommended unitizing the funds by means of In-School Youth Providers (IYP). He further explained the potential processes for SFWIB's approval.

Motion Passed by Unanimous Consent

Motion to pass alternate plan:

Mr. Beasley noted the following motion into record:

If no response received by M-DCPS, SFWIB/CSSF will proceed with a plan of action, work with current In-School Youth Providers to discuss costs/funding for recommendation to the Executive Committee.

Commission moved to reconsider item 5C (Approval to allocate an amount not to exceed \$1.3 million in Temporary Assistance for Needy Families (TANF) in unrestricted funds to Miami-Dade County for the Miami-Dade County Summer Youth Internship Program with the condition that CSSF receives a response back by M-DCPS (4/27/17) and proceed with alternate plan to meet with CSSF's current in-school youth providers. Motion seconded by Mr. Luis Gazitua; **Motion Passed Unanimously**

5. d. Recommendation as to Approval of a Workforce Innovation and Opportunity Act Secondary Placement Payment

Chairman Bridges introduced the item. Mr. Beasley further presented and read the item into record.

Commissioner Barbara Jordan moved the approval of a Workforce Innovation and Opportunity Act Secondary Placement Payment. Motion seconded by Mr. Kenneth Scott: **Motion Passed Unanimously**

6e. Recommendation as to Approval to Accept Temporary Assistance for Needy Families Program Funds

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

Commissioner Barbara Jordan moved the approval to Accept Temporary Assistance for Needy Families Program Funds. Motion seconded by Mr. Piedra; **Motion Passed Unanimously**

6f. Recommendation as to Approval to Accept Temporary Assistance for Needy Families Program Funds

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

Mr. Kenneth Scott moved the approval to accept temporary assistance for needy families program funds. Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

6g. Recommendation as to Approval to Approval to Accept Wagner-Peyser Performance Incentive Funds

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

Mr. Kenneth Scott moved the approval to accept Wagner-Peyser performance incentive funds. Motion seconded by Mr. Bruce Brecheisen; **Motion Passed Unanimously**

6h. Recommendation as to Approval to Allocate Funds from the FY 2016-2017 Budget Reserve for the Work Number

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

Mr. Kenneth Scott moved the approval to allocate funds from the FY 2016-2017 Budget Reserve for the Work Number. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed Unanimously**

**6I. Recommendation as to Approval to Adjust the FY 2016-2017 Budget
Chairman Bridges**

Chairman Bridges introduced the item and Mr. Beasley further noted that the item is tabled.
Item Tabled

7. Global Talent Competitiveness Council

7b. Recommendation as to Approval to Allocate Funds to Transition, Inc.

Chairman Bridges introduced the item and GTC Chairwoman Gilda Ferradaz presented and read the item into record.

Mr. Clarence Brown moved the approval to Allocate Funds to Transition, Inc.; Motion seconded by Mr. Thomas Roth; **Further Discussion(s):**

Mr. Beasley noted a scrivener's error into record of an amount shown as \$100,000.00 in the agenda item. Correct amount: \$200,000.00

Motion Passed by Unanimous Consent

7.c. Recommendation as to Approval of Workforce Services Contactors

Chairman Bridges introduced the item and GTC Chairwoman Ferradaz further presented.

Mr. Clarence Brown moved the approval of Workforce Services Contractors. Motion seconded by Mr. Kenneth Scott; **Motion Passed Unanimously**

7.d. Recommendation as to Approval of Youth Services Contractors

Chairman Bridges introduced the item and GTC Chairwoman Ferradaz further presented.

Mr. Kenneth Scott moved the approval of youth services contractors. Motion seconded by Mr. Luis Gazitua; **Further Discussion(s)**

Mr. Gazitua verified information related to the four firms and Mr. Beasley confirmed, "Yes".

Motion Passed Unanimously

4. Executive Director's Report

Mr. Beasley presented his report.

5. Executive Committee

5a. Information – IT Penetration Audit Update

Chairman Bridges introduced the item and presented the item then introduced Ms. Carsheena Allison of BCA Watson, LLP who appeared before the Board and presented.

Mr. Piedra inquired about the frequency of retesting and Ms. Allison explained that a modified scope could be conducted annually or a full scope.

Mr. Piedra recommended an annual audit be conducted and a modified or full scope to follow.

Chairman Bridges recommended a modified scope to follow in the coming year.

Vice-Chairman Bridges inquired about additional funds from the state for IT audits. Mr. Beasley noted he would contact the state to inquire about potential funding.

Chairman Bridges thanked Ms. Allison for her presentation.

5.b. Information – IT Penetration Audit Services Update

6. Finance and Efficiency Council Meeting

6a. Information – Financial Report – February 2017

Chairman Bridges introduced the item. Mr. Beasley further presented the Financial Report:

Budget Adjustments

Revenues: no adjustments

Expenses:

- Adult Services – decreased by \$296,085
- Youth Services – decreased by \$30,023
- Unallocated Costs – increased by \$296,085

Explanation of Significant Variances:

1. Refugee Services down 41% versus 67%
2. Training and Support Services 36% versus 67%
3. Other Program and Contracts 1.1% versus 67%

No further questions or discussions

6b. Information – Bank Reconciliation – February 2017

Chairman Bridges introduced the item. Mr. Beasley further presented the Bank Reconciliation report.

Chairman Bridges recommended excluding the presentation of Bank Reconciliation reports (moving forward). No objections by the Board to his recommendations.

No further questions or discussions.

6c. Information – Fiscal and Programmatic Monitoring Activity Reports

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

[Mr. Luis Gazitua stepped out of the meeting room]

Vice-Chairman Perez inquired about the disallowances totaling \$74,000.00. Mr. Beasley explained.

Mr. Lovey Clayton confirmed the term “disallowance”. Mr. Beasley explained. Mr. Clayton asked whether staff monitored the program performance. Mr. Beasley explained.

Vice-Chairman Perez shared his comments related the impacts of disallowances.

Chairman Bridges concurred and recommended trainings to contractors on monitoring processes.

There was continued discussion.

[Mr. Luis Gazitua returned]

Chairman Bridges noted this may result to requesting authorization to hire additional staff.

Mr. Piedra noted having a Training Boot Camp on processes and fiscal requirements.

7. Global Talent Competitiveness Council

7.a. Recommendation as to Approval of the TechHire Training (THT) Policy

Chairman Bridges introduced the item and GTC Chairwoman Ferradaz further presented.

[Mr. Thomas Roth left]

No further questions or discussions.

8. Performance Council

8a. Information – Refugee Employment and Training Program Performance Overview

8b. Information – Workforce Services Regional Performance Overview

8c. Information – Youth Partners Regional Performance

8d. Information – Consumer Report Update

Chairman Bridges introduced the above items and Vice-Chairwoman Cynthia Gaber further presented the above items.

No further questions or discussions.

Deferred Items:

3. Chairman's Report

5.b. Information – 2015-2016 Performance Funding Model Award Update

6d. Information – Audit Technical Review

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