



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: August 17, 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. Chi, Joe 7. Datorre, Roberto 8. Davis-Raiford, Lucia 9. Ferradaz, Gilda 10. Garza, Maria 11. Gibson, Charles 12. Huston, Albert 13. Jordan, Barbara 14. Maxwell, Michelle 15. Piedra, Obdulio 16. Rod, Denis 17. Roth, Thomas 18. Thurman, Karen 	<ol style="list-style-type: none"> 19. Adrover, Bernardo 20. Clayton, Lovey 21. del Valle, Juan-Carlos 22. Diggs, Bill 23. Gaber, Cynthia 24. Gazitua, Luis 25. Manrique, Carlos 26. Ludwig, Philipp 27. Regueiro, Maria C. 28. Scott, Kenneth 29. Russo, Monica 30. West, Alvin 	<p>Beasley, Rick Alonso, Gus Almonte, Ivan Anderson, Frances 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	
Abraham, Anay - <i>The Wow Center</i>	Manrique, Alejandro – <i>Sullivan & Cogliano, Inc.</i>
Acedo, Maleidy – <i>Youth Co-Op, Inc.</i>	Martinez, Lupe – <i>UMOS</i>
Benitez, Jessica – <i>Cuban American National Council, Inc.</i>	Mendez, Jesse – <i>Community Coalition, Inc.</i>
Brito, Hilma – <i>ARBOR E& T Rescare, Inc.</i>	Mitchel, Carlena – <i>Miami-Dade County Public Schools</i>
Brown, Delphine- <i>Youth Co-Op, Inc.</i>	Mosiet, Gabriela – <i>Cuban American National Council, Inc.</i>
Collazo, Janet – <i>Cuban American National Council, Inc. (CNC)</i>	Perez, Christopher – <i>The Academy</i>
Cooper, Jaime – <i>New Horizons, Inc.</i>	Ragin, Andre – <i>Miami-Dade Commissioner Barbara Jordan’s Office</i>
Davis, Tonya - <i>SDA</i>	Sellers, Robert – <i>City of Miami</i>
Dorsett, Deborah – <i>Greater Miami Service Corp</i>	Somellian, Ana – <i>Adults Mankind Organization, Inc.</i>
Felipe, Daniel – <i>Cuban American National Council, Inc.</i>	Somellian, Elsa – <i>Community Coalition Inc.</i>
Garcia, Monica – <i>Florida Vocational Institute</i>	Va, Carlos – <i>FCI</i>
Holder, Annika – <i>Community Action and Human Services Department (CAHSD)</i>	
Hyacinth, Hermina – <i>ResCare</i>	
Lopez, Sonia - <i>Cuban American National Council, Inc. (CNC)</i>	

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 10:01a.m, began with introductions and noted that a quorum of members present had been achieved.

2.a. Approval of SFWIB Meeting Minutes of April 20, 2017

Commissioner Barbara Jordan moved the approval of SFWIB Meeting Minutes of April 20, 2017. Motion seconded by Mr.Joe Chi; **Motion Passed Unanimously**

5. Executive Committee

SFWIB Executive Director Rick Beasley recommended the following items be first reviewed and voted on:

- 5a. Recommendation as to Approval to Accept funds for the City of Homestead Summer Youth Employment Program**
- 5.b. Recommendation as to Approval to Accept Funds for the City of Miami Gardens Summer Youth Employment Program**
- 5.c. Recommendation as to Approval to Allocate Funds to Youth Co-Op, Inc. for the Summer Youth Employment Program**
- 5. d. Recommendation as to Approval to Allocate funds to Adult Mankind Organization for the Summer Youth Employment Program**

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

Mr. Clarence Brown moved the approval of above item numbers 5a, b, c, and d. Motion seconded by Mr. Joe Chi; **Motion Passed Unanimously**

6. Finance and Efficiency Council Meeting

- 6d. Recommendation as to Approval to Accept State of Florida Department of Economic Opportunity Workforce Innovation and Opportunity Act Funds**

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

Mr. Roberto Datorre moved the approval to Accept State of Florida Department of Economic Opportunity Workforce Innovation and Opportunity Act Funds. Motion seconded by Mr. Bruce Brecheisen; **Motion Passed Unanimously**

- 6e. Recommendation as to Approval to Adjust the FY 2016-17 Budget**

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

Mr. Roberto Datorre moved the approval to Adjust the FY 2016-17 Budget. Motion seconded by Mr. Joe Chi; **Motion Passed Unanimously**

[Ms. Maria Garza stepped out of the meeting room]

- 6f. Recommendation as to Approval of the 2017-2018 Budget**

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

He noted a scrivener's error into record. Year 2016-2017 should be corrected to 2017-2018 budget narratives.

[Ms. Maria Garza stepped out of the meeting room]

[Mr. Charles Gibson stepped out of the meeting room]

Mr. Roberto Datorre moved the approval of the 2017-2018 Budget; Motion seconded by Mr. Joe Chi: **Further discussion(s):**

Mr. Roth requested a comparison between CSSF's headquarter costs and other local regions throughout the State of Florida. Mr. Beasley explained that this region keeps its budget within the 13% metrics (10% administrative plus 3% programmatic). He provided further details.

Vice-Chairman Perez requested Mr. Beasley update all on the "Skinny Budget" (proposed budget by the US Department of Labor) being implemented by the State. Mr. Beasley provided details on proposed changes in the way CSSF does its business to align with the economic change. He briefed the Board on Amazon's business strategy.

Motion Passed Unanimously

[Mr. Charles Gibson returned]

6g. Recommendation as to Approval of the Selection of an External Independent Audit Firm

Chairman Bridges introduced and presented the item.

Mr. Roberto Datorre moved the approval of the Selection of an External Independent Audit Firm Anthony Brunson, PA. Motion seconded by Ms. Karen Thurman; **Further Discussion(s):**

Ms. Thurman inquired about CSSF's current (prior) auditing firm. Mr. Beasley explained the firm exceeded its five year term requirement set by the State of Florida.

Motion Passed Unanimously

7. Global Talent Competitiveness Council

7b. Recommendation as to Approval of the One-Stop Career Center Certification Requirements Policy

Chairman Bridges introduced the item. Mr. Beasley further discussed and GTC Chairwoman Gilda Ferradaz presented.

Mr. Joe Chi moved the approval of the One-Stop Career Center Certification Requirements Policy; Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

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

Chairman Bridges introduced the item and GTC Chairwoman Ferradaz further presented noting staff's recommendation of three options for the Council to make a selection from. She noted that after much discussion the consensus of the members moved the approval for option number two.

Commissioner Barbara Jordan moved the approval of Workforce Services Contractors option number two. Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

[Ms. Cheryl Baldwin stepped out of the meeting room]

7.d. Recommendation as to Approval to Allocate Funds for TechHire Summer Boot Camps

Chairman Bridges introduced the item. Mr. Beasley further discussed and read the item into record. Chairwoman Ferradaz noted into record that the item had been moved to the full Board by consensus of the Council members that were present.

Mr. Roberto Datorre moved the approval to allocate funds for TechHire Summer Boot Camps. Motion second by Mr. Clarence Brown: **Motion Passed Unanimously**

7e. Recommendation as to Approval of the Take Stock in Children Scholarship Reinvestment Opportunity

[Ms. Cheryl Baldwin returned]

[Ms. Maria Garza left]

[Ms. Lucia Davis Raiford stepped out of the meeting room]

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

Mr. Clarence Brown moved the approval of the Take Stock in Children Scholarship Reinvestment Opportunity. Motion second by Mr. Joe Chi: **Further Discussion(s):**

Ms. Thurman inquired about where allocated funds would be spent. Mr. Beasley responded for in Miami-Dade County for the purchase of college scholarships. She inquired about eligible funds for Monroe County and Mr. Beasley explained that it would not include Monroe County due to low demands; however, he will seek potential partnership in the future.

Motion Passed Unanimously

[Mr. Clarence Brown left]

7.f. Recommendation as to Approval to Allocate Funds to the Miami-Dade County Community Action and Human Services Department for a Targeted Opportunity Youth Initiative

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

Mr. Clarence Brown moved the approval to allocate funds to the Miami-Dade County Community Action and Human Services Department for a Targeted Opportunity Youth Initiative. Motion seconded by Mr. Joe Chi; **Motion Passed Unanimously**

[Ms. Michelle Maxwell stepped out of the meeting room]

7.g. Recommendation as to Approval of an Employed Worker Training Grant

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

Mr. Bruce Brecheisen moved the approval of an Employed Worker Training Grant. Motion seconded by Ms. Karen Thurman; **Motion Passed Unanimously**

[Ms. Michelle Maxwell returned]

8e. Recommendation as to Approval to Accept Process and Performance Revisions to the Balanced Scorecard

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

Mr. Joe Chi moved the approval to accept process and performance revisions to the Balanced Scorecard. Motion seconded by Mr. Albert Huston; **Motion Passed Unanimously**

6a. Information – Financial Report – April 2017

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

[Mr. Obdulio Piedra stepped out of the meeting room]

[Mr. Charles Gibson stepped out of the meeting room]

Budget Adjustments

Revenues: no adjustments

Expenses:

- Youth Services – decreased by \$30,904
- Training and Support Services – decreased by \$369,096
- Other Programs and Contracts – increased by \$400,000

Explanation of Significant Variances:

1. Training and Support Services 47% versus 83%
2. Other Program and Contracts 9.3% versus 83%

No further questions or discussions

6b. Information – Bank Reconciliation – April 2017

Chairman Bridges briefly introduced the item and reiterated his request to exclude the presentation of Bank Reconciliation reports (moving forward).

6c. Information – Fiscal Monitoring Activities Report

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

No further questions or discussions.

[Mr. Charles Gibson returned]

[Mr. Roberto Datorre left]

7. Global Talent Competitiveness Council

7.a. Information – Employed Worker Training (EWT) Update

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

No further questions or discussions.

[Mr. Obdulio Piedra returned]

8. Performance Council

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

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

Mr. Piedra inquired about how the additional \$5 million would be allocated and Mr. Beasley explained that funds would be allocated to CSSF various providers. He additionally explained that the Department of Children and Families (DCF) has allowed 30% of funding to be used for training.

8b. Information – Workforce Services Reginal Performance Overview

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

No further questions or discussions.

8c. Information – Youth Partners Regional Performance

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

No further questions or discussions.

8d. Information – Consumer Report Update

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

Mr. Roth requested comparisons to prior year reports. Mr. Beasley responded that the information was not readily available, but would be provided to the Board at a later date.

3. Chairman’s Report

Chairman Bridges briefly apologized for the delay in starting today’s meeting as a result of the Finance and Efficiency Council meeting which lasted longer than expected.

Mr. Piedra shared with the Board of the recent Future Bankers commencement ceremony. He noted there were a total of 101 graduates at this year’s commencement.

Mr. Joe Chi shared with the Board that Miami has the second largest financial concentration of industries in banking. (New York listed as first largest)

Ms. Ferradaz shared with the Board that Miami Dade College hosted an event in celebration of World Refugee Day (June 14th).

Deferred Items:

4. Executive Director’s Report

There being no further business to come before the Board, the meeting adjourned at 10:55am.