



**SFWIB FINANCE AND EFFICIENCY COUNCIL**

**AGENDA ITEM NUMBER: 2A**

**DATE:** October 19, 2017 at 8:00AM

**AGENDA ITEM SUBJECT: MEETING MINUTES**

August 17, 2017 at 8:00am  
 Doubletree by Hilton Miami Airport Hotel &  
 Convention Center  
 711 NW 72<sup>nd</sup> Avenue  
 Miami, FL 33126

<b>COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>COMMITTEE MEMBERS NOT IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
<ol style="list-style-type: none"> <li>1. Gibson, Charles A, <i>Chairman</i></li> <li>2. Perez, Andy, <i>Vice-Chairman</i></li> <li>3. Bridges, Jeff</li> </ol>	<ol style="list-style-type: none"> <li>4. Adrover, Bernardo</li> <li>5. Datorre, Roberto</li> <li>6. Davis-Raiford, Lucia</li> <li>7. Maxwell, Michelle</li> </ol> <p><b>SFW STAFF</b>            Alonso, Gustavo            Garcia, Christine            Gonzalez, Frances</p>	<p>Porro, William – <i>City of Miami</i></p> <p>Robinson, Audrey – Anthony Brunson, PA</p> <p>Sellers, Robert – <i>City of Miami</i></p>

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Finance & Efficiency Council (FEC) Chairman Gibson called the meeting to order at 8:25am and welcomed all those present. Quorum of members present had not been achieved.

**5. Information – Audit Report**

FEC Chairman Gibson welcomed Ms. Audrey Robinson of Anthony Brunson, PA who appeared before the Council and presented.

No further questions or discussions.

**3. Information – Financial Report – June 2017**

FEC Chairman Gibson introduced the item and SFWIB Finance Assistant Director Gus Alonso further presented the following:

**Budget Adjustment:**

- One adjustment related to Miami-Dade County Public Schools Summer Youth Internship Program had been noted.

**Expenses:**

- Other Programs and Contracts - Increased
- \$150k – (Reduction)
- Training and Support Services - Increased

**Explanation of Significant Variances**

1. Revenues 72.2% versus 100%
2. Adult Services 69.8% versus 100%
3. Refugee Services – 73.4% versus 100%
4. Youth Programs 78.6% versus 100%
5. Facility Costs 67.4% versus 100%
6. Training and Support Services 60.3% versus 100%
7. Other Programs and Contracts 67.9% versus 100%

No further questions or discussions.

**4. Information – Bank Reconciliation – June 2017 and July 2017**

FEC Chairman Gibson introduced the item and Mr. Alonso further discussed.

**5. Approval of the Finance and Efficiency Council Meeting Minutes of June 15, 2017**

Deferred due to lack of quorum.

[SFWIB Chairman Bridges arrived]

[Mr. Roberto Datorre arrived; **Quorum Achieved**]

Vice-Chairman Perez inquired about an allocation in the amount of \$266,000. He wanted to know the reason for this decision. Mr. Alonso explained the decision to allocate the funds had been after a recent meeting with Programs Unit staff.

Chairman Gibson introduced the item and Mr. Alonso further presented.

Vice-chairman Perez asked whether if the State of Florida contacted this agency in regards to a Notice of Fund Availability (NFA) for a rapid response program.

Mr. Beasley responded that he had not received a notification as of yet.

No further questions or discussion.

**6. Information – Fiscal Monitoring Activity Report**

FEC Chairman Gibson introduced the item and Mr. Alonso further presented.

Chairman Gibson inquired about the contractors listed in the monitoring activity report and SFWIB Chairman Bridges explained they are monitored once a year. Mr. Alonso provided additional details.

There was continued discussion.

**7. Information – PY 2016-2017 Projects Update**

FEC Chairman Gibson introduced the item and Mr. Alonso further presented.

Chairman Gibson inquired about the National Flight Academy contract.

SFWIB Vice-Chairman Perez inquired about the huge variance related to Take Stock in Children. Mr. Alonso explained the process of purchasing scholarships.

Mr. Perez inquired about centers that are not maximizing available funds. Both Mr. Alonso and SFWIB Chairman Bridges explained.

Chairman Bridges inquired about the Miami-Dade County's Youth Initiative funds. Mr. Alonso explained it is part of the summer youth employment programs. Chairman Bridges asked whether if allocated funds would eventually be expended. Mr. Alonso responded, "Yes". Vice-Chairman Perez questioned why the contract had not materialized and Mr. Alonso further explained.

SFWIB Executive Director Rick Beasley appeared before the Council and further explained.

There was continued discussion.

FEC Chairman Gibson requested a Summer Youth Employment program report be provided to the Council.

**8. Recommendation as to Approval to City of Miami for the Employ Miami Dade Project**

FEC Chairman Gibson introduced the item and Mr. Alonso further explained. Mr. Alonso introduced representatives from the City of Miami. Robert Sellers center director appeared before the Council and provided details on efforts made to assist job seekers.

Chairman Gibson inquired the center's processes of recruiting employers and Mr. Sellers explained through various employer incentives. City Representative William Porro also explained that programs are limited to businesses/projects within the City's jurisdiction.

**9. Recommendation as to Approval to Allocate WIOA Adult Funds to United Way of Miami Dade County**

FEC Chairman Gibson introduced the item and Mr. Alonso further presented.

No further questions or discussions.

**10. Recommendation as to Approval to Allocate funds to Florida Keys Community College for Career Pathways Reentry Hospitality Training**

FEC Chairman Gibson introduced the item and Mr. Alonso further presented.

Vice-Chairman Perez questioned the below standards report and the hardest to serve population. Mr. Alonso explained. He further inquired about employment opportunities in the Florida Keys. Mr. Alonso explained current requirements of this Local Workforce Development Board to allocate a percentage of funds to the Keys for employment and training services.

SFWIB Chairman Bridges shared his concern regarding investing in more outreach staff to be point of contact for small businesses within the community. Mr. Gibson also recommended making additional efforts reaching out to small businesses through one-on-one relationships.

**11. Recommendation as to Approval to Adjust the FY 2016-2017 Budget**

FEC Chairman Gibson introduced the item and Mr. Alonso further presented.

Comments were briefly shared.

No further questions or discussions.

**12. Recommendation as to Approval to Purchase and Allocate thirty-five (35) 2+2 years Florida Prepaid College Plans from the Stanley G. Tate Florida Prepaid College Foundation, Inc.**

FEC Chairman Gibson introduced the item and Mr. Alonso further presented.

No further questions or discussions.

There being no further business to come before the Council, the meeting adjourned at 9:17am.