



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

**Friday, May 16, 2008
9:00 A.M.**

South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive
5th Floor - Conference Room 3
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Minutes of the April 17, 2008 Meeting of the SFWIB
3. Chairman's Report
4. Executive Director's Report
5. Finance Committee Report
 - a. Approval of Actions for Additional Food Stamp Employment & Training (FSET) Funds
 - b. Fiscal Year 2006-2007 Audit Report
 - c. March 2008 Financial Report
6. Workforce Systems Improvement Committee Report
 - a. Approval of Actions for the Redesign of the Workforce Delivery System
 - b. Approval to Draft and Release an RFP for Career Center Services
7. Executive Committee Report
 - a. Approval of Number of Career Centers an Organization May Manage/Operate
8. Youth Council Report
 - a. Approval of Florida International University Informal Resolution Conference Action
 - b. Approval to Allocate TANF Funds
 - c. Approval to Draft and Release an RFP for Youth Services

"Section 445.007 (1), Florida Statutes states that: "If the regional workforce board enters into a contract with an organization or individual represented on the board of directors, the contract must be approved by a two-thirds vote of the entire board..." Regardless of whether or not you will be attending the meeting of the South Florida Workforce Investment Board, please contact and advise the staff of SFWIB of any such item appearing on the foregoing agenda as soon as possible and prior to any such item being brought before the Board for discussion or vote or both. Thank you for your cooperation and assistance."

South Florida Workforce Investment Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



2.

South Florida Workforce Investment Board

May 15, 2008

Minutes of South Florida Workforce Investment Board Meeting, April 17, 2008

South Florida Workforce Investment Board Meeting, April 17, 2008, at 9:00 A.M.
 South Florida Workforce Investment Board Headquarters
 7300 Corporate Center Drive, 5th Floor - Conference Room 3

SFWI Board Members in Attendance	SFWI Board Members Not in Attendance	Other Attendees
<ol style="list-style-type: none"> 1. Margolis, Edward- <i>Chairperson</i> 2. Adrover, Bernardo 3. Chi, Joe-Vice Chairperson 4. Barsell, Debra 5. Brown, Clarence 6. Corradino, Joseph M. 7. DuBois, Victoria 8. Etter, Stephanie 9. Ferradaz, Gilda 10. Fils-Aime, Daniel 11. Frost, Fred 12. Gaber, Cynthia 13. Gibson, Charles A. 14. Giles, Regina M. 15. Harder, Jacklyn R. 16. Inguanzo, Ramiro 17. Jordan, Hon. Barbara 18. Manning, Anne 19. Manrique, Carlos A. 20. Marinelli, Frederick H. 21. Perez, Andre M 22. Piedra, Obdulio 23. Regueiro, Maria C. 24. Rosemond, David A. 25. Roth, Thomas 26. Talbert, Gregg 27. Wiedman, Holly 	<ol style="list-style-type: none"> 28. Acosta, Jose 29. Blacher, Jeffrey 30. Bridges, Jeff 31. Carpenter, Willie 32. Castellanos, Ray 33. Cerezo, Luis 34. Datorre, Roberto 35. Diggs, Bill 36. Huston, Al 37. Moreno, Rolando 38. Roberts, Alvin W. 39. Rodriguez, Pedro 40. Russo, Monica 41. Sapoznik, Rachel A. 42. Socorro, Ivonne 43. Talbert, William <p>Legal Counsel</p> <p>Tell, Peter-Assistant Miami-Dade County Attorney</p> <p>SFW Staff</p> <p>Alonso, Gustavo Beasley, Rick Hernandez, Juan Kistner, Ken Pierre, Linda Smith, Marian</p>	<p>Coffie, Eric - <i>South Dade Air Inc.</i> Morrow, Paul - <i>South Dade Air Inc.</i> Sookie, Jossette - <i>The Paxen Group, Inc.</i> Diaz, Luis A. - <i>Youth Co-Op, Inc.</i> Brown, Delphine - <i>Youth Co-Op, Inc.</i> Cambronne, Robert - <i>Youth Co-Op, Inc.</i> Alexis, Carl - <i>Youth Co-Op, Inc.</i> Simpkins, Ted - <i>Arbor</i> Iglesias, Laura - <i>Jobs for Miami</i> Ventura, Lilliam - <i>Arbor</i> Morales, Maria - <i>Arbor</i> Rodriguez, Robert - <i>Management Resources, Inc. (MRI)</i> Cruz, Teresita - <i>Youth Co-Op, Inc.</i> Adrian, Raymond - <i>MBHCC</i> Cepeda-Leonardo, Margarita - <i>Miami Beach One-Stop</i> Pichardo, Jorge - <i>Youth Co-Op, Inc.</i> Von Werne, Elizabeth - <i>LSF</i> Farinas, Irene - <i>AMO</i> Sante, Alicia - <i>Youth Co-Op, Inc.</i> Carther, Lloyd - <i>Forward March</i> Marti, Sergio - <i>MDCPS</i> Milian, Dalia - <i>City of Hialeah</i> Milian, Delia - <i>City of Hialeah</i> Mitchell, Carlana - <i>MDCPS</i> Rodriguez, Maria - <i>Youth Co-Op, Inc.</i></p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Edward Margolis, SFWIB Chair, called the meeting to order at 9:10 A.M. All members were welcomed. Mr. Margolis noted a quorum had been reached.

2. Approval of Minutes of the February 21, 2008, Meeting of the SFWIB

David Rosemond moved approval of the Minutes of the February 21, 2008 meeting of the SFWIB. The motion was seconded by Ramiro Inguanzo and approved.

3. Chairman's Report

Mr. Margolis announced that another SFWIB meeting was scheduled on May 15, 2008, at 9:00am.

He also reminded the Members of Mayor Carlos Alvarez' Economic Development, Job Training Initiative, and State of the Workforce event at 9:00 A.M. at the Grove Isle Hotel, Four Grove Isle Drive, Coconut Grove, Florida 33133.

3a. Strategic Plan Discussion

He recapped some of the areas of discussion regarding the strategic plan such as a component approach, the avoidance of a monopoly, the need to work with the shareholders. He added that another retreat would be scheduled in about six (6) months.

4. Executive Director's Report

Mr. Beasley, Executive Director noted that the Finance Committee had not met due to the illness of some of the members.

4a. Reemployment and Eligibility Assessment (REA) Allocation

Jackie Harder moved approval of the Reemployment and Eligibility Assessment (REA) Allocation. The motion was seconded by Joe Chi and approved.

Mr. Manrique asked whether the Miami Downtown was still operational, and Mr. Beasley responded that a 60-day notice to vacate had been received from the landlord, and Youth Co-Op, Inc. is operating the Center provisionally, and funds will be re-assigned. He added that services continue to be provided.

4b. WIA/Wagner Peyser Planning Estimate

Mr. Beasley reviewed WIA/Wagner Peyser Planning Estimate and noted the issue of the regression model used to allocate funds to Region 23.

There was a lengthy discussion regarding the change in the formulas used to determine funding for certain large municipal areas, and that the change affects any and all programs based on unemployment figures.

Mr. Margolis asked that the issue be taken up by the Intergovernmental Affairs Committee.

4c. USDOL WIA Rescissions

This item was distributed at the meeting.

Mr. Beasley explained in detail the Region's potential reduction in funding.

Commissioner Barbara Jordan suggested that the issue be addressed at the federal level.

Mr. Andy Perez suggested that a task force be established to look into the issue, and the methods used.

Commissioner Barbara Jordan moved approval for the Executive Director to meet with whomever he chooses and that the Assistant Miami-Dade County Attorney prepare an item for the Miami-Dade County Commission. The motion was seconded by Fred Marinelli and approved.

5. Finance Committee Report

Mr. Beasley noted that Workforce Florida, Inc. had contracted with Ernst & Young to review the internal controls of each workforce region, and SFW was currently being reviewed.

5a. Fiscal Year 2006-2007 Audit Report

Mr. Beasley noted that Mr. Kevin Adderly was expected to provide the report, but he was not present. The audit report will be provided at the next Board meeting.

5b. February 2008 Financial Report

Mr. Beasley reviewed the Financial Report covering July 1, 2007 thru February 29, 2008.

A discussion was held concerning the under expenditures in Training and Support Services. It was noted that this report was for February and we are still processing invoices and payments.

Ms. Barsell asked if unspent dollars can be carried forward. Mr. Beasley responded in the affirmative.

6. Economic Development and Industry Sector (EDIS) Committee Report

6a. State of the Workforce /Event Update

Andy Perez provided an update on the Mayor Carlos Alvarez' Economic Development, Job Training Initiative, and State of the Workforce event to be held at 9:00 A.M. at the Grove Isle Hotel, Four Grove Isle Drive, Coconut Grove, Florida 33133.

7. Youth Council Report

7a. Approval of Youth Services Informal Resolution Conference Recommendations

7b. Approval of Miami-Dade County Public Schools Informal Resolution Conference Result

7c. Approval of Youth Services Utilizing The Children's Trust Funds Negotiations

Fred Marinelli moved approval of Items 7a, 7b, and 7c. The motion was seconded by Commissioner Barbara Jordan and approved.

Commissioner Jordan addressed the Board concerning the SFW policy not to provide cash advances to small Community Based Organizations (CBO) interested in providing summer youth employment. She suggested that the Finance Committee consider a pilot project because if cash advances are not provided to the small CBOs, then only huge organizations would be funded, thereby, leaving out the small CBOs. As part of the process a consideration could be that a funding limit could be set and the funds repaid over a set period.

Jackie Harder noted that the Small Business Development Centers survey online must be completed. Monroe County had 38 responses, and only seventeen (17) responded from Miami-Dade. She added that the deadline was the next day and suggested that the deadline be extended to get more participation.

The meeting adjourned at 10:36 A.M.



5.A

South Florida Workforce Investment Board

May 16, 2008

Approval to Accept and Allocate Additional Food Stamp Employment and Training (FSET) Funds

RECOMMENDATION

The consensus of the Finance Committee members present recommend the approval to authorize staff to accept and allocate additional FSET funds as described below.

BACKGROUND

SFWIB was awarded an additional \$87,332.00 for the FSET program for the period October 1, 2007 to June 30, 2008. Staff is requesting approval to accept the \$87,332.00 in FSET funds.

SFWIB staff is requesting authorization to allocate the additional FSET funds for the purpose of hiring additional staff as follows:

- 6 FSET Specialist to develop Work Experience sites \$41,088.00
 - 3 Career Advisors to provide Case Management services \$18,144.00
 - 4 Clerks to assist with clerical functions of the FSET Program \$20,160.00
 - 10% Administrative Cost for SFW \$ 7,940.00
- Total Funds \$87,332.00

At the May 7, 2008, Finance Committee meeting there was no quorum for this item; however, the consensus of the members present recommended the approval to authorize staff to accept and allocate additional FSET funds and to forward this item to the full Board approval.



5.B

South Florida Workforce Investment Board

May 16, 2008

Review of 2006-2007 Audit Report

Informational Item

Mr. Anthony Brunson and Mr. Kevin Adderley, Sharpton, Brunson & Company, P.A., will provide a presentation on the Fiscal Year 2006-2007 Audit Report.

Attachment



Audit Results & Financial Overview

June 30, 2007



SHARPTON, BRUNSON & COMPANY, P.A.

Certified Public Accountants & Business Consultants

Scope of the Examination



- **Audit Of Financial Statements Pursuant To Generally Accepted Auditing Standards And Government Auditing Standards**
- **Review Of Internal Controls Governing Financial Operations, As Well As Laws and Regulations**
- **Tests Of Compliance With Major Federal Awards**
- **Audit In Accordance With The Provisions of Chapter 10.550, Rules of Florida's Auditor General**



- **Unqualified Audit Opinion On Financial Statements And OMB Circular A-133 Report**
- **A Material Weakness Was Noted In The Internal Control System**
- **No Matters Of Noncompliance Were Noted Pursuant To OMB Circular A-133**



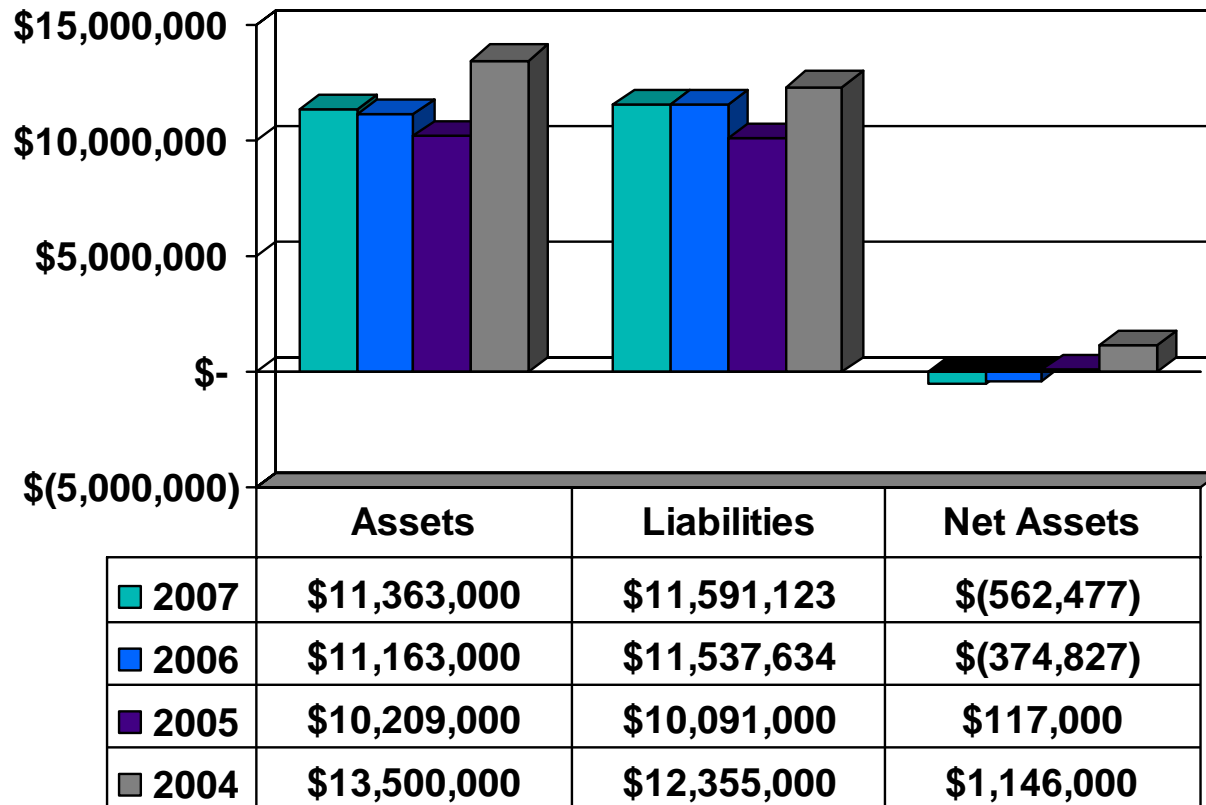
Workforce Investment Act Cluster:

- Adult
- Dislocated Worker
- Youth

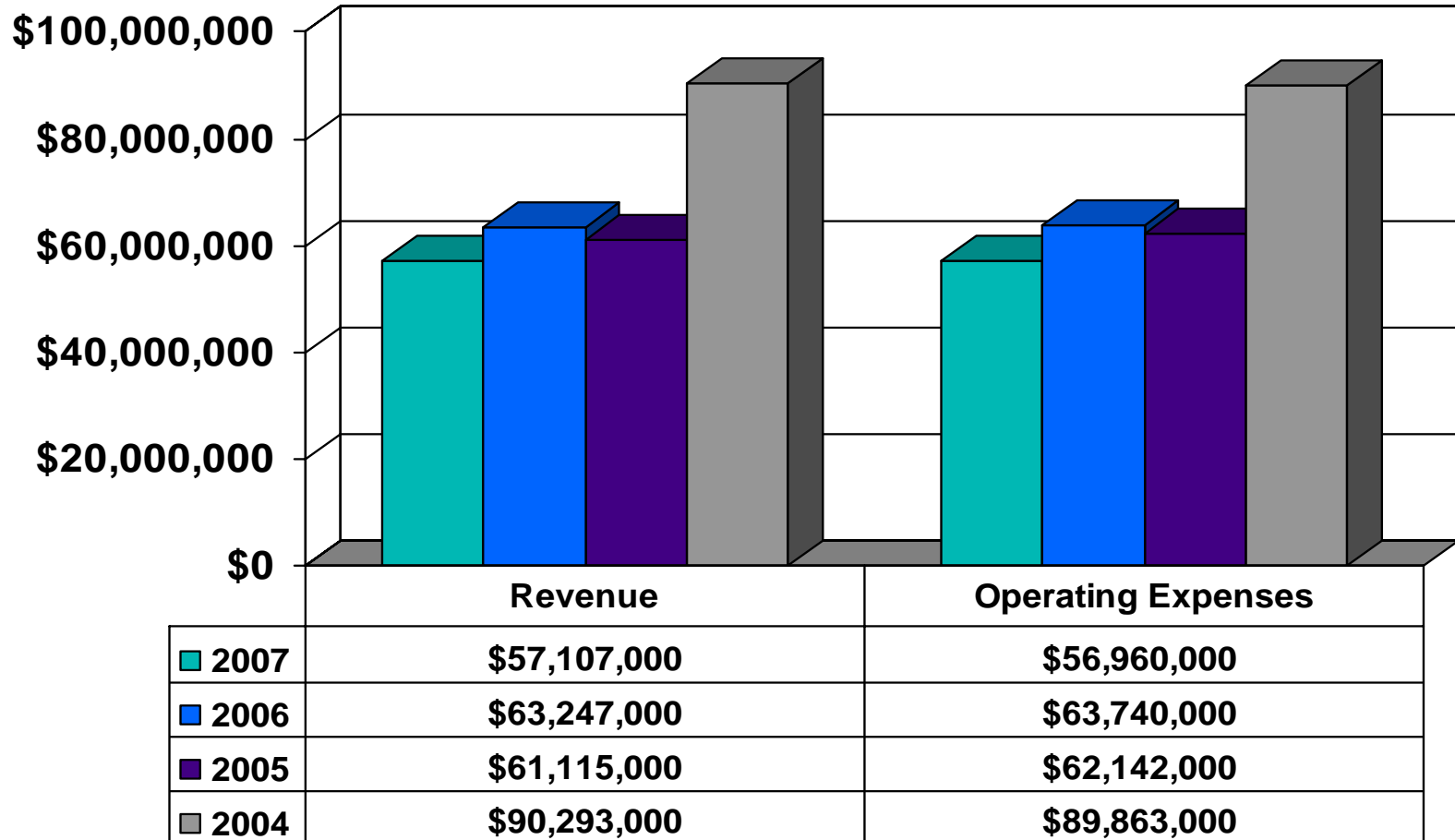
Welfare Transition Program

Refugee and Entrant Assistance Program

Statements of Net Assets



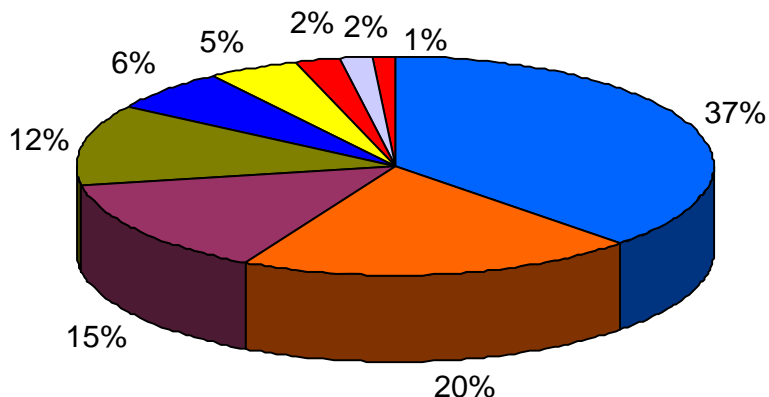
Statements of Activities



Overview of Operating Expenses



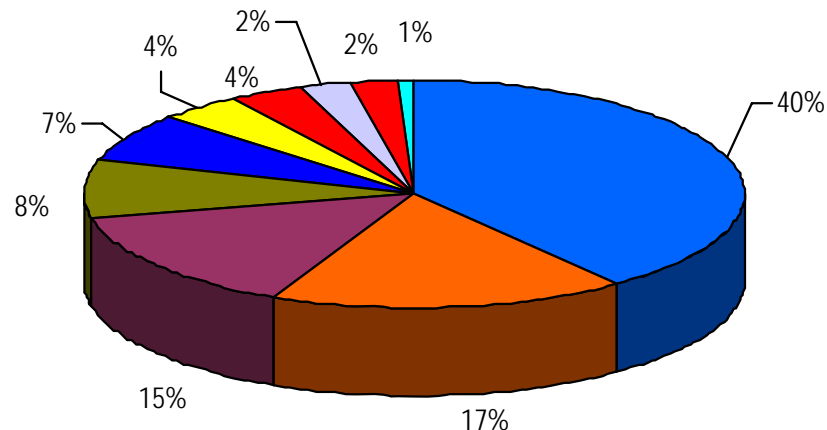
2007



- Welfare Transition Program - \$21,402,000
- Refugee and Entrant - \$11,482,000
- WIA-Adult Services - \$8,280,000
- WIA-Youth Services - \$6,740,000
- WIA-Dislocated Workers - \$3,580,000
- Children Trust - \$2,690,000
- Other Programs - \$1,236,000
- Wagner Peyser - \$924,000
- Reemployment Eligibility Assessment - \$626,000

Grand Total \$56,960,000

2006



- Welfare Transition Program - \$25,130,000
- Refugee and Entrant - \$11,121,000
- WIA-Adult Services - \$9,499,000
- WIA-Dislocated Services - \$4,998,000
- WIA-Youth Services - \$4,481,000
- Food for Florida - \$2,656,000
- National Emergency - \$2,401,000
- Other Program - \$1,981,000
- Wagner Peyser - \$1,473,000
- Reemployment and Eligibility Assessment - \$471,000

Grand Total \$63,740,000



Our Responsibility Under U.S. Generally Accepted Auditing Standards

- Our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles.

Significant Accounting Policies and Unusual Transactions

- Accounting policies used are those commonly used in the governmental industry-which are disclosed in the financial statements.
- Unusual transactions noted involve prior years estimated liabilities.



Management Judgments and Accounting Estimates

- Allocation of cost among federal funded programs
- Receivables due from grantor agencies
- Service providers accrued expenses

Significant Audit Adjustments

- Accrued revenue and accrued expenses

Major Issues Discussed with Management Prior to Retention

- Completion of trial balance information and estimated accruals.



Disagreements with Management and Audit Difficulties

- No disagreements were encountered with management during the audit.

Internal Control Matters

- Prior Years' Unidentified Deferred Revenue Amounts

Status of Prior Years' Findings and Comments

- Reconciliation of Account Balances
- Cash Management – Program Income
- Prepaid transportation cards - \$651,000



5.C

South Florida Workforce Investment Board

May 16, 2008

March 2008 Finance Report

BACKGROUND

The un-audited finance report for the months ending February 29, 2008, will be reviewed.

Attachment



6.A

South Florida Workforce Investment Board

May 16, 2008

Approval of Actions for the Redesign of the Workforce Delivery System

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the following Redesign of the Region's Workforce Delivery System as set forth below:

1. Create eight (8) Customer Service Areas (CSAs) and close the Carol City, Hialeah Gardens and Miami Downtown Career Centers.
2. Consolidating four QA staff currently assigned to the Career Centers/Service Providers with the current SFW Program staff.

BACKGROUND

The WSI Committee has held discussions on the Region's Service Delivery which have focused on how to provide services where not currently provided, funding levels and the impact funding has on the Career Centers and the services that can be provided.

The Service Partners and SFW staff having been working in partnership to develop recommendations for the Region's service delivery system. Two teams had been created, each team composed of Service Partners and SFW staff. The first team was charged with determining the number of service delivery centers, and the second team was charged with reviewing the service delivery process.

At the April 24, 2008, Workforce Systems Improvement Committee meeting the Service Partners and SFW staff teams presented the options that had been developed for the Committee's review and actions. The first team presented the following three options on the number of Career Centers:

- Option 1: create eight (8) Customer Service Areas (CSAs), and close the Carol City, Hialeah gardens and Miami Downtown Career Centers for a total savings of \$1,923,324.
- Option 2: closes the North Miami Beach and Miami Downtown Career Centers for a total savings of \$1,674,730.
- Option 3: closes the Miami Downtown and Hialeah Gardens and Miami Downtown Career Centers for a total savings of \$1,158,604.

Staff in the affected centers will be consolidated into the Career Centers that will remain.

The WSI Committee members discussed this item. The Committee is recommending that Option 1, the creation of eight CSAs and the closure of the Carol City, Hialeah Gardens and Miami Downtown Career Centers be forwarded to the full Board for approval.

The second team presented the options developed to improve the service delivery process in three ways, Quality Assurance, Business Services and Career Center staff and service delivery system.

The team presented two options to improve Quality Assurance (QA) for the Committee's review and action. The two options were:

- Option 1: consolidating four QA staff currently assigned to the Career Centers/Service Providers with the current SFW Program staff. This option results in a cost savings ranging from \$208, 308 to \$313,908 for PY'08/098.
- Option 2: implements a peer-to-peer QA process at no cost savings.

The WSI Committee members discussed this item. The Committee is recommending that Option 1, consolidating four QA staff currently assigned to the Career Centers/Service Providers with the current SFW Program staff be forwarded to the full Board for approval.

The Committee at its April 24, 2008, meeting discussed the Business Services options presented, but took no action. The Committee agreed to discuss the Business Services options and Career Center staff at its next meeting.

Attachments



6.B

South Florida Workforce Investment Board

May 16, 2008

Approval to Draft and Release a Request for Proposals (RFP) for Career Center Services

RECOMMENDATION

The consensus of the WSI Committee members present recommend the approval to authorize staff to draft and release a Request for Proposals (RFPs) for Career Center Services as set forth below.

BACKGROUND

At the April 24, 2008, Workforce Systems Improvement Committee (WSI) meeting, the Committee approved the creation of eight CSAs and the closure of Carol City, Hialeah Gardens and Miami Downtown Career Centers. The recommended changes require a competitive procurement process

At the April 24, 2008, WSI Committee meeting there was no quorum for this item; however, the consensus of the members present recommend staff be given the approval to draft and release an RFP for Career Center Services and to forward this item the full Board for action.



7.A

South Florida Workforce Investment Board

May 16, 2008

**Approval as to Number of Career Centers
an Organization May Manage/Operate**

RECOMMENDATION

The Executive Committee recommends the approval to limit the number of Career Centers that an Organization can manage and operate to no more than 50% of the Region’s total Career Centers, as set forth below.

BACKGROUND

The proposed redesign option approved by the Workforce System Improvement Committee on April 24, 2008, decreases the number of Career Center within Miami-Dade County to eight and one in Monroe County. In order to limit the Region’s liability level and to increase the participation of Community-Based Organizations (CBOs) within the community, SFWIB staff recommends limiting the number of Career Centers that one organization can manage/operate to no more than 50% of the Region’s total Career Centers.

The Executive Committee discussed this item at its April 29, 2008, meeting. The Committee is recommending the item to move forward to the full Board for approval.



8.A

South Florida Workforce Investment Board

May 16, 2008

Approval of Youth Services Informal Resolution Conference Recommendations

RECOMMENDATION

The consensus of the Youth Council members present recommend that FIU be given an additional 30 days to submit all required due diligence documents as set forth below.

BACKGROUND

At the March 18, 2008, Youth Council Committee Meeting, the Council approved the results of the SFWIB Informal Resolution Conference. As indicated in the chart below, Florida International University did meet the required due diligence.

SFW staff has diligently worked with FIU to obtain the required due diligence documentation since the Informal Resolution Conference decision. As to this date, FIU has not submitted all of the required documents.

SFW staff recommends the issuance of a deadline submission date for Florida International University to submit the required due diligence documentation for The Children’s Trust (TCT) funding for summer and year round youth services

Organization	Results	Recommendation
Florida International University (FIU)	<p>Florida International University provided the required due diligence items at the time of the Informal Resolution Conference. In addition, during the session, Florida International University (FIU) provided sufficient documentation to reverse the scores received from the raters for the programmatic components of the proposal. The panel decided that contingent upon the satisfactory review by SFW staff of the submitted due diligence documents, the SFWIB Informal Resolution Panel recommended that Florida International University be awarded youth services for The Children’s Trust.</p> <p>SFW has reviewed the submitted due diligence documentation and the documents submitted did not meet the due diligence requirements.</p>	Recommended for an award of Youth Services/TCT funding contingent upon the satisfactory review by SFW of the submitted due diligence documents.

At the May 13, 2008, Youth Council meeting there was no quorum for this item; however, the consensus of the members present recommend that FIU be given an additional 30 days to submit all required due diligence documents and to forward this item to the full Board for action.



8.B

South Florida Workforce Investment Board

May 16, 2008

Approval to Allocate TANF Funds

RECOMMENDATION

The consensus of the Youth Council members present recommend the approval for the utilization of Temporary Assistance to Needy Families (TANF) funds in the amount of \$650,000 to sponsor summer youth activities, as set forth below and in the attached Table.

BACKGROUND

SFW staff has identified \$650,000 of TANF funding to enhance this year's summer youth activities. SFW staff is requesting approval from the Youth Council to allocate TANF dollars to current WIA youth providers to deliver summer youth employment activities. WIA Youth Service Providers will be responsible for administering the fiscal and programmatic components of the program.

At the May 13, 2008, Youth Council meeting there was no quorum for this item; however, the consensus of the members present recommend the approval for the utilization of Temporary Assistance to Needy Families (TANF) funds in the amount of \$650,000 to sponsor summer youth activities, as set forth in the attached Table and to forward this item to the full Board for action.

Attachment

PY 07-08 TANF SUMMER YOUTH SERVICES

PARTNER'S NAME	Proposed by Partners-CURRENT		
	Number of CURRENT Youth	Amount Requested	Cost per Participant
SUMMER ACTIVITIES IN-SCHOOL			
City of Hialeah	75	90,000	1,200
Cuban American National Council	32	25,634	801
Easter Seals	40	13,137	328
Jobs for Miami	350	312,643	893
UNIDAD	0	0	0
Youth Co-Op	0	0	0
IN-SCHOOL TOTALS	497	441,414	888
SUMMER ACTIVITIES OUT-of-SCHOOL			
Easter Seals	8	2,923	365
Greater Miami Service Corps	10	16,320	1,632
Youth Co-Op	0	0	0
OUT-OF-SCHOOL TOTALS	18	19,243	1,069
CRIME PREVENTION			
Trinity Peacemakers	40	30,000	750
Youth Co-Op	0	0	0
CRIME PREVENTION TOTALS	40	30,000	750
PROGRAM TOTALS	555	490,657	884

SFW RECOMMENDATIONS-CURRENT		
# OF YOUTH	FUNDING	Cost per Participant
75	69,075	921
32	25,632	801
40	13,137	328
175	156,275	893
0	0	0
0	0	0
322	264,119	820
8	2,923	365
10	9,210	921
0	0	0
18	12,133	674
40	30,000	750
0	0	0
40	30,000	750
380	306,252	806

Proposed by Partners-NEW		
Number of NEW Youth	Amount Requested	Cost per Participant
0	0	0
0	0	0
10	9,234	923
120	107,192	893
18	8,861	492
75	73,156	975
223	198,443	890
0	0	0
0	0	0
25	31,150	1,246
25	31,150	1,246
40	30,000	750
20	24,920	1,246
60	54,920	915
308	284,513	924

SFW RECOMMENDATIONS-NEW		
# of YOUTH	FUNDING	Cost Per Participant
0	0	0
0	0	0
10	9,210	921
0	0	0
18	8,856	492
75	69,075	921
103	87,141	846
0	0	0
0	0	0
25	23,025	921
25	23,025	921
40	30,000	750
20	18,420	921
60	48,420	807
188	158,586	844

PARTNER'S TOTAL REQUEST
90,000
25,634
22,371
419,835
8,861
73,156
639,857
0
16,320
31,150
47,470
60,000
24,920
0
84,920
772,247

SFW'S FUNDING RECOMMENDATIONS
69,075
25,632
22,347
156,275
8,856
69,075
351,260
2,923
9,210
23,025
0
35,158
60,000
18,420
0
78,420
464,838

MAXIMUM FOR WAGES \$921



8.C

South Florida Workforce Investment Board

May 16, 2008

Approval to Draft and Release a Request for Proposals (RFP) for Youth Services

RECOMMENDATION

The consensus of the Youth Council members present recommend the approval to authorize staff to draft and release a Request for Proposals (RFPs) for Youth Services, as set forth below.

BACKGROUND

The Youth Council, at its April 8, 2008, meeting, discussed program activity considerations for the youth program that will be part of the Youth Services Strategies for Program Year '08-09. The Youth Council members requested that staff present program strategies to be discussed at the next Council meeting.

At the May 13, 2008, Youth Council meeting, SFW staff presented program strategies for the Council's discussion and action.

At the May 13, 2008, Youth Council meeting there was no quorum for this item; however, the consensus of the members present recommend the approval to authorize staff to draft and release a Request for Proposals (RFPs) for Youth Services.