



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

**Friday, November 7, 2008
3:00 P.M.**

Key Largo Grande Resort and Beach Club
9700 South Overseas Highway (Mile Marker 97)
(Salon B, C, &D)
Key Largo, Florida 33037

AGENDA

1. Call to Order and Introductions
2. Approval Meeting Minutes
 - A. September 18, 2008
3. Chairman's Report
4. Executive Director's Report
5. 2007-2008 Accomplishments
6. August 2008 Finance Report
7. Approval of Reed Act Allocations
8. Approval of Refugee Budget Adjustment
 - A. Contract Budget Modification
 - B. Adjustment \$60,000 for Work Number
9. Approval of Food Stamp Employment and Training (FSET) Allocations
10. Approval of New Programs for Approved Training Agents
11. Informal Resolution Conference Recommendations
12. SFWIB Retreat Preparation

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

November 7, 2008

Minutes of South Florida Workforce Investment Board Meeting, September 18, 2008

South Florida Workforce Investment Board Meeting, September 18, 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. Brown, Clarence 3. DuBois, Victoria (<i>Non-voting</i>) 4. Ferradaz, Gilda 5. Fils-Aime, Daniel 6. Gaber, Cynthia 7. Gibson, Charles A. 8. Harder, Jacklyn R. 9. Jennings, Donna 10. Manning, Anne 11. Manrique, Carlos A. 12. Marinelli, Frederick H. 13. Perez, Andre M 14. Regueiro, Maria C. 15. Roberts, Alvin W. 16. Rodriguez, Pedro 17. Rosemond, David A. 18. Roth, Thomas 19. Socorro, Ivonne 20. Wiedman, Holly 	<ol style="list-style-type: none"> 21. Acosta, Jose 22. Adrover, Bernardo 23. Carpenter, Willie 24. Castellanos, Ray 25. Chi, Joe-Vice Chairperson 26. Corradino, Joseph M. 27. Datorre, Roberto 28. Diggs, Bill 29. Frost, Fred 30. Giles, Regina M. 31. Huston, Al 32. Inguanzo, Ramiro 33. Jordan, Hon. Barbara 34. Piedra, Obdulio 35. Russo, Monica 36. Talbert, Gregg 	<p>Andreu, Carmen – CANC Barroso, Lupe – CANC Cela, Jose – <i>SER Jobs for Progress</i> Costas, Jorge – <i>Youth Co-Op, Inc.</i> Dawson, Anthony – <i>Miami-Dade County Corrections</i> Dorsett, Deborah – <i>Greater Miami Service Corps</i> Farinas, Irene Fitzgerald, Neil – <i>Youth Cop-Op, Inc.</i> Fletcher, Andrew – <i>Trinity Church</i> Flores, Oscar – <i>Arbor E&T</i> Gaviria-Lopez, Beatriz – <i>SER-Jobs for Progress</i> Gazitua, Luis – <i>Miami-Dade County Mayor’s Office</i> Iglesias, Laura – <i>Jobs for Miami</i> Lopez, Owen – <i>Gulf Coast Community Care</i> McGranahan, Margie M. – <i>Gulf Coast Community Care</i> Menendez, Mirizza – <i>Unidad</i> Mitchell, Carlana – <i>MDCPS</i> Oller, Virama – <i>Transition, Inc.</i> Perez, Julio – <i>Transition, Inc.</i> Ramirez, Maggie – <i>City of Hialeah</i> Rodriguez, Maria – <i>Youth Co-Op, Inc.</i> Sacasa, Shermaine – <i>Trinity Church</i> Sanchez, Ophelia – <i>Management Resources Institute</i> Sante, Alicia – <i>Youth Cop-Op, Inc.</i> Silverstein, Myra – <i>Easter Seals</i> Someillan, Ana – <i>AMO</i> Someillan, Elsa – <i>Community</i></p>
<p>Legal Counsel Tell Peter – Assistant Miami-Dade County Attorney</p>	<p>SFWIB Staff Alonso, Gustavo Beasley, Rick Hernandez, Juan Kistner, Ken Pierre, Linda Quiñones, Dulce Smith, Marian Uptgrow, Madalyn</p>	

		<i>Coalition, Inc.</i> Sookie, Jossette – <i>The Paxon Group, Inc.</i> Thompson, Nancy – <i>Arbor E&T</i> Valdez, Roberto – <i>CANC</i> Zeno, Miriam – <i>SER-Jobs for Progress</i>
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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 present were welcomed and Mr. Margolis noted that a quorum had not been achieved.

3. Chairman’s Report

Mr. Margolis asked for items that could be voted on without discussion, and those that need discussion. Mr. Tell commented that without a quorum, that could not be done. Mr. Margolis responded that the items were just being re-organized.

Mr. Margolis welcomed Mr. Luis Gazitua of Miami-Dade County Mayor Carlos Alvarez’ office.

4. Executive Director’s Report

Mr. Beasley informed the Members on: Federal-Continuing Resolution; Federal-Second Economic Stimulus Package; Federal-Higher Education Act Signed Into Law; Fiscal Monitoring Report Update-Jobs for Miami; and Program Monitoring Report Update-Arbor E&T, L.L.C.

4A. Report of Temporary Assistance for Needy Families (TANF) Actions

Mr. Rick Beasley reported that at the June 26th, 2008, SFWIB Board/Executive Emergency meeting, a quorum was not achieved. The agenda included a number of action items to allocate TANF funding. Since a quorum was not achieved, the Executive Director informed the members that were present the operational actions that would be implemented.

4B. Report of Temporary Assistance for Needy Families (TANF) Summer Youth Enhancement Actions

Mr. Beasley reported that at the June 26th, 2008, SFWIB Board/Executive Emergency Meeting, a quorum was not achieved. The agenda included a number of action items to allocate TANF funding. Since a quorum was not achieved, the Executive Director informed the members that were present the operational actions that will be implemented. Under administrative authority, the SFW Executive Director allocated TANF funds before June 30, 2008, or they could not be certified forward for the next fiscal year.

At the May 13, 2008, Youth Council the consensus of the Workforce System Improvement Committee members recommended the allocation and to forward to the full Board.

4C. Report of the Three Month Allocation

Mr. Beasley reported that at the June 26th, 2008, SFWIB Board/Executive Emergency meeting, a quorum was not achieved. The agenda for the meeting included a number of action items to declare the Workforce Services and Youth Services, Request For Proposals (RFP) failed procurements, as well as, to authorize staff to renew the current contracts for three months.

Since a quorum was not achieved, the Executive Director informed the members that were present of the operational actions that would be implemented. Under administrative authority, the SFW Executive Director renewed the current contracts for Workforce and Youth Services for three months.

The Career Center contracts were extended for three months, July through September 2008.

Mr. Perez inquired how staff would handle funding if the three-month funding was not sufficient. Mr. Beasley responded that the providers could de-obligate funds which could be added to the SAMS system for training.

5B. Discussion - Career and Technical Initiative

Mr. Margolis noted that this stemmed from the State of the Workforce report. Dr. Donna Jennings and Mr. Fred Frost had previously agreed to lead this initiative and work with the business and education communities to determine the training needs of the region.

5C. Discussion - Digital Skills Working Group

Mr. Margolis noted that Mr. Andre Perez agreed to spearhead this issue of keeping up with technological changes.

Mr. Perez reported that he is working with Ms. Holly Wiedman of the Beacon Council, and a meeting is scheduled in conjunction with Mr. Carlos Manrique of Dade County Public Schools. Employers find that those with a four-year degree must be able to implement theory using the current technology.

Mr. Margolis referenced an article published regarding the Beacon Council noting that locally K-12 education is not where it should be. Now is the time for the Board to set policies to shift the paradigm to a higher level.

5D. Discussion - South Florida Workforce Board Retreat

Mr. Margolis commented that some policies set at last year's retreat were somewhat outside of the realm of SFWIB.

Mr. Margolis asked whether the same hotel would work for the Members. He added that Mr. John Metcalf was the facilitator, and dates had not yet been decided. Mr. Beasley commented that possible topics could be the re-entry council, and the Chair's vision on literacy, and there would be a chance to look at where we were and where we want to go. It would also give the SFWIB a look at policies and how our funding is used to reflect that policy. Ms. Harder asked that staff send out three sets of dates for the Members to select from.

There was discussion regarding the lack of quorum.

Mr. Tell reported that a quorum was achieved and added that some people who are not here today are no longer on the Board.

2. Approval of Minutes of the April 17, 2008, May 16, 2008, June 19, 2008, and June 26, 2008, Meetings of the SFWIB, items 2A., 2B., 2C., and 2D.

Mr. Carlos Manrique moved approval of the minutes of the April 17, 2008, May 16, 2008, June 19, 2008, and June 26, 2008, meetings of the SFWIB. The motion was seconded by Mr. Fred Marinelli, and the motion carried.

5A. Approval to Create a Re-Entry Council

Mr. Carlos Manrique moved approval of agenda items 4A, 4B, 4C, 5A, 5b, 5C, and 5D. The motion was seconded by Ms. Jackie Harder, and the motion carried.

6C. Approval to Renew Professional Services Agreement with Sharpton, Brunson & Company, P.A. to Provide External Independent Auditing Services

Mr. Carlos Manrique moved approval to renew professional services agreement with Sharpton, Brunson & Company, P.A. to provide external independent auditing services. The motion was seconded by Ms. Jackie Harder, and the motion carried.

8A. Approval of Florida International University (FIU) Informal Resolution Conference Action

Mr. Clarence Brown moved approval of removing Florida International University (FIU) from Youth Services/TCT funding consideration for failing to meet due diligence and to allocate the remaining Youth Services/TCT funds to the other Youth Services/TCT funded providers. The motion was seconded by Dr. Donna Jennings, and the motion carried.

6B. Approval of SFWIB Fiscal Year 2008-2009 Budget

Mr. Beasley noted that on August 14, 2008, the SFWIB Finance Committee reviewed and approved the FY 2008-2009 budget and the funding revenue projections. In addition, the committee reviewed the projected expenditures for headquarters, training, facility cost and contract services (i.e., Youth, Workforce, etc.). There was discussion regarding the projected carry forward revenue for the upcoming year. SFWIB staff projected roughly \$7 million dollars in carry forward revenue. The Finance Committee recommended approval for the FY 2008-2009 budget.

Mr. Fred Marinelli moved approval of SFWIB Fiscal Year 2008-2009 Budget. The motion was seconded by Mr. Carlos Manrique, and the motion carried.

7C. Approval of the Renewal of Current Refugee Services Contractors and Funding Allocations for PY 2008-2009

7D. Approval of an Allocation of Florida Rebuilds Funds

7E. Approval to Accept and Allocate Food Stamp Employment and Training (FSET) Funds

7F. Approval to Accept and Approve the Food Stamp Employment and Training (FSET) Allocations

Ms. Jackie Harder moved approval of agenda items 7C., 7D., 7E., and 7F contingent on JFM attaining compliance with fiscal monitoring, and if not in compliance, authorize the Executive Director to release an RFP and to run the program until the RFP has been awarded. The motion was seconded by Mr. David Rosemond and the motion carried.

6D. Pilot Cash Advance Initiative

The Finance Committee at their May 7, 2008, meeting discussed the possibility of SFWIB developing a Pilot Cash Advance Initiative that would assist local small Community-Based and Faith-Based Organizations to participate in future SFWIB initiatives. SFWIB staff recommends the approval to develop and implement a Pilot Cash Advance program.

There was discussion as to whether the four agencies would be selected through an RFP process. The staff time required was discussed, and Mr. Beasley noted that it is part of the regular process.

Mr. David Rosemond moved approval to develop and implement a Pilot Cash Advance program to award three organizations in Miami-Dade County and to award one organization in Monroe County selected through an RFP process, to include due diligence to include a yearly financial report completed by a certified auditor. The motion was seconded by Mr. Fred Marinelli, and the motion carried.

7A. Approval of Consolidation Action for Quality Assurance Staff

Mr. Beasley noted that the Workforce Systems Improvement (WSI) Committee discussed this item, and recommends that Option 1, consolidating four Quality Assurance (QA) staff currently assigned to the Career Centers/Service Providers with the current SFWIB Program staff be approved. He added that the recommendation came from the providers.

Mr. Daniel Fils-Aime, Sr. moved approval of the consolidation action for Quality Assurance staff. The motion was seconded by Mr. David Rosemond and approved by a vote of 12 in favor, and 5 opposed.

7B. Approval of Workforce Services RFP Dated May 20, 2008, Actions

7G. Approval of Workforce Services RFP WS2008-09-2 Actions

Mr. Charles Gibson moved to reject all responses to the RFP for workforce services released on May 20, 2008 and to approve the action set forth in the 7.G. SFWIB staff memo with respect to the RFP #WS2008-09-2 and if SER Jobs files for appeal that they would maintain until resolution of the appeal process. The motion was seconded by Mr. Daniel Fils-Aime, and the motion carried.

Mr. Beasley noted that any agency may appeal, and if appealed, a part of the contract would be approved until the appeal process is finalized. Mr. Tell noted that the issue is operational.

8B. Approval of Youth Service RFP YS2008-09-1 Actions

8C. Approval of Youth Services RFP YS2008-09-2 Actions

Mr. David Rosemond moved to reject all responses to the RFP for youth services released on May 20, 2008 and to approve the action set forth in the 8.C. SFWIB staff memo with respect to the RFP #YS2008-09-2 and if SER Jobs files for appeal that they would maintain until resolution of the appeal process. The motion was seconded by Mr. Charles Gibson and the motion carried.

6. Finance Committee Report

6A. July 2008 Financial Report

Mr. Beasley provided an abridged report due to time constraints.

The new budget format is meant to capture any adjustments made to the Board approved budget throughout the year. Adjustments may include funding changes made by the State, and Board approved changes throughout the year. This month there were no adjustments.

Spending in general is low in Career Center Services and Training and Support Services because it is the beginning of the fiscal year and Service Providers were getting their programs started, however they are expected to pick up next month.

Mr. Beasley notified the Board that SFWIB would collect relief items for Haiti and Cuba at the SFWIB Career Centers.

The meeting adjourned at 10:45 A.M.



3.

South Florida Workforce Investment Board

November 7, 2008

Chairman's Report

BACKGROUND

The Chair will provide a report.



4.

South Florida Workforce Investment Board

November 7, 2008

Executive Director's Report

BACKGROUND

The Executive Director will provide a report.



5.

South Florida Workforce Investment Board

November 7, 2008

2007-2008 Accomplishments

Information will be provided at the meeting.



6.

South Florida Workforce Investment Board

November 7, 2008

August 2008 Finance Report

BACKGROUND

The un-audited finance report for the month ending August 31, 2008, will be reviewed.

Attachments



7.

South Florida Workforce Investment Board

November 7, 2008

Approval to Accept Reed Act Funds

RECOMMENDATION

The Executive Committee recommends the approval to accept Reed Act funds.

BACKGROUND

The Agency for Workforce Innovation (AWI) awarded SFWIB \$222,660 in Reed Act funds for the period from July 1, 2008 through June 30, 2009. The allocation was based on a Reed Act Implementation Plan which SFWIB staff submitted to AWI to conduct outreach for the region. SFWIB staff plans to use the available funds in areas that will improve the region's performance with TANF participation rates, as well as the overall State performances.

At the October 28, 2008 the Executive Committee, authorized SFWIB staff to accept the awarded Reed Act funds.



8.A

South Florida Workforce Investment Board

November 7, 2008

Approval of Refugee Employment and Training (RET) Budget Modification

RECOMMENDATION

The Executive Committee recommends the approval of the RET Budget Modification, as described below.

BACKGROUND

At the end of the 07/08 program year, five Refugee providers were not going to spend their full allocation and voluntarily de-obligated their refugee dollars. Four providers exceeded performance and requested additional refugee dollars.

On October 28, 2008, the Executive Committee authorized staff to give enhancements to the service providers who exceeded performance and others will be allowed to voluntarily de-obligate their dollars for program year 07-08.

Service Provider	Enhancement	Voluntary De-obligation
AMO	\$157,000	
ARBOR E & T, LLC.		
CANC		(\$120,490)
City of Hialeah		(\$56,000)
Community Coalition	\$55,750	
Jobs for Miami		(\$87,500)
**Jobs for Miami 2 – Haitian Contract		(\$130,000)
Lutheran Services		
Miami Beach Latin Chamber	\$32,027.50	
Miami-Dade Human Services		(\$119,710)
UNIDAD of Miami Beach		
Youth Co-op	\$30,000	
	\$274,777	(\$513,700)



8.B

South Florida Workforce Investment Board

November 7, 2008

**Approval to Accept and Allocate Refugee
Employment and Training (RET) Funds**

RECOMMENDATION

The Executive Committee recommends the approval to authorize staff to allocate \$60,000.00 from the Refugee Employment and Training (RET) funds, as described below.

BACKGROUND

At the beginning of the 08/09 program year, the Refugee Employment and Training (RET) program carry forward is in the amount of \$4.6 million dollars. The Refugee program runs from October to September. SFWIB staff is requesting to utilize \$60,000.00 of this surplus (that will expires September 30, 2008) for the purchase of Work Number services.

The “Work Number” is a service which provides employment verifications on Food Stamp Employment and Training customers. There are roughly 6,000 RET placements for the 07/08 program year.

At the October 28, 2008, Executive Committee meeting, SFWIB staff requested that the Executive Committee authorize staff to allocate \$60,000 surplus funds for the purchase of Work Number services.



9.

South Florida Workforce Investment Board

November 7, 2008

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

RECOMMENDATION

The Executive Committee recommends the approval to authorize staff to accept and allocate \$119,000 in Food Stamp Employment and Training funds, as set forth below:

BACKGROUND

The Agency for Workforce Innovation (AWI) has requested for the SFWIB to purchase equipment for seven workforce regions to start the FSET program. These workforce regions are not currently operating the FSET program. AWI forwarded a notice of availability in the amount of \$119,000.

At the October 28, 2008, Executive Committee meeting, SFWIB staff requested that the Executive Committee authorize staff to use the awarded funds for the purchasing of equipments for other regions.

Attachment

Memorandum

To: Rick Beasley, Executive Director, SFWIB
Michael Lynch, Assistant Manager, Workforce Services, AWI

cc: Gustavo Alonso, Assistant Director, Finance, SFWIB
Teresa Grant, Manager Administrative Services, SFWIB

From: Marian M. Smith, Assistant Director, Administration, SFWIB

Date: September 30, 2008

Re: Purchase of Equipment and Supplies for the FSET Program

Attached for your review and approval are purchasing request for Regions 1 thru 7. This request is for computer equipment, furniture and miscellaneous supplies to support the Regions FSET Programs in amount of **\$152,949.59**. To ensure competitive pricing and compliance, attached are the required quotes. Listed below is the total cost by region and recommended vendor for each commodity.

Region 1 - \$18,658.42

Hardware / Software	Softchoice	\$12,526.50
Furniture	Graphx	\$ 5,116.50
Moving	Integrity Relocation	\$ 1,015.42

Region 2 - \$30,118.92

Hardware	Softchoice	\$17,285.92
Office Supplies	J & E Office Supplies	\$ 1,908.00
Copiers	Docutek	\$ 6,152.00
Fax Machine	Docutek	\$ 4,773.00

Region 3 - \$23,086.44

Hardware / Software	Softchoice	\$ 8,763.58
	MPC (sole source)	\$ 1,713.43
	Impact Publications (sole source)	\$ 421.90
Office Supplies	J & E Office Supplies	\$ 5,020.11
Copies	Docutek	\$ 6,152.00
Moving	Integrity Relocation	\$ 1,015.42

Region 4 - \$20,271.81

Hardware / Software	Softchoice	\$ 6,295.42
	Dell (sole source)	\$ 3,564.01
	Impact Publications (sole source)	\$ 944.00
Office Supplies	J & E Office Supplies	\$ 2,740.96
Copiers	Docutek	\$ 5,712.00
Moving	Integrity Relocation	\$ 1,015.42

Purchase of Equipment and Supplies for the FSET Program
September 30, 2008
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Region 5 - \$23,003.50

Hardware	Softchoice	\$ 7,003.08
Office Supplies	J & E Office Supplies	\$ 3,285.00
Copies	Docutek	\$11,700.00
Moving	Integrity Relocation	\$ 1,015.42

Region 6 - \$18,543.96

Hardware / Software	Softchoice	\$10,559.54
Copies	Docutek	\$ 6,969.00
Moving	Integrity Relocation	\$ 1,015.42

Region 7 - \$19,266.54

Hardware	Softchoice	\$16,458.32
Office Supplies	J & E Office Supplies	\$ 1,792.80
Moving	Integrity Relocation	\$ 1,015.42

There are two vendors in Regions 3 and 4 that are sole source (see attached supporting documentations)

If you have any questions please do not hesitate to contact me at 305-594-7615 ext 374.

Thank you.

Attachments

Approvals

Gus Alonso, Finance Director

Date

Rick Beasley, Executive Director

Date

Region 1 – Workforce Escarosa, Inc.
3670A North L Street, Pensacola, FL 32505

Hardware Vendor	MDC Vendor	Cost	Descriptions
Dell	Yes	\$14,373.24	Computers
**Softchoice	Yes	\$10,940.02	
CDW	Yes	\$11,059.86	
PC Mall	Yes	\$11046.00	
PC Connection	No	\$11,046.00	

Hardware Vendor	MDC Vendor	Cost	Description
**Softchoice	Yes	\$686.00	HP Laser Jet P4014N
PC Mall	Yes	\$699.00	
Hewlett Packard	Yes	\$699.00	
CDW	Yes	\$698.99	

Software Vendor	MDC Vendor	Cost	Description
**Softchoice	Yes	\$900.48	Microsoft Office Prof 2007
PC Mall	Yes	\$951.86	
Insight	Yes	\$960.26	
Academic Superstore	No	\$1,063.30	

Furniture Vendor	MDC Vendor	Cost	Description
JC White	Yes	\$4,829.89	Furniture
**Graphx Furniture	Yes	\$5,116.50	
McAleers Furniture	No	\$5,085.21	
Custom House (partial bid)	No	\$1,785.88	

Delivery to Region 1	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 1 = **\$ 18,658.42**

Region 2 – Okaloosa-Walton Workforce Board
109 Eighth Avenue, Shalimar, FL 32579

Hardware Vendor	MDC Vendor	Cost	Description
Dell	Yes	\$12,319.92	Computers
**Softchoice	Yes	\$9,377.16	
CDW	Yes	\$9,599.88	
PC Mall	Yes	\$9,468.00	
PC Connection	No	\$9,468.00	

Hardware Vendor	MDC Vendor	Cost	Description
**Softchoice	Yes	\$5,600.00	Printers
Hewlett Packard	Yes	\$5,756.00	
CDW	Yes	\$5,755.96	
PC Connection	No	\$5,756.00	

Hardware Vendor	MDC Vendor	Cost	Description
Dell	Yes	\$2,681.98	LCD Screens 42”
**Softchoice	Yes	\$2,170.52	
PC Mall	Yes	\$2,439.98	
PC Connection	No	\$2,476.28	
Viewsonic	No	\$3,398.00	

Hardware Vendor	MDC Vendor	Cost	Description
Dell	Yes	\$161.98	LCD Screens 42” mounts
**Softchoice	Yes	\$138.24	
CDW	Yes	\$159.98	
PC Connection	No	\$153.32	
Ergotron	No	\$198.00	

Office Supplies	MDC Vendor	Cost	Description
**J & E Office Supplies	Yes	\$1,908.00	Office Supplies
Galloway	Yes	\$1,859.88	
Office Express	Yes	(Incomplete Quote)	
Staples	Yes	(Not responsive)	
Office Depot	Yes	(Not responsive)	

Copiers	MDC Vendor	Cost	Description
**Docutek	Yes	\$6,152.00	Copier
Milner Products	Yes	\$7,500.00	
Ricoh Americas	Yes	(Not responsive)	
Halsey and Griffith	Yes	(Not responsive)	

Fax Machine	MDC Vendor	Cost	Description
Docutek	Yes		Fax Machine
Milner Products	Yes		
Ricoh Americas	Yes		
Halsey and Griffith	Yes		

Region 2 – Okaloosa-Walton Workforce Board
109 Eighth Avenue, Shalimar, FL 32579

Delivery to Region 2	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 2 = **\$26,361.34**

**Region 3 – Chipola Regional Workforce Planning Board
 4636 Hwy 90 East, Suite K, Marianna, FL 32446**

Hardware Vendor	MDC Vendor	Cost	Description
			Gateway Laptop docking station

Hardware Vendor	MDC Vendor	Cost	Description
Hewlett Packard	Yes	\$4,199.00	HP Color LaserJet 5550
CDW	Yes	\$4,198.99	
PC Connection	No	\$4,199.00	

Hardware Vendor	MDC Vendor	Cost	Description
**Softchoice	Yes	\$4,688.58	Computers
CDW	Yes	\$4,739.94	
PC Mall	Yes	\$4,734.00	
PC Connection	No	\$4,734.00	

Hardware Vendor	MDC Vendor	Cost	Description
**Dell (sole vendor)	Yes	\$6,159.96	Dell Optiplex 755

Software Vendor	MDC Vendor	Cost	Description
Impact Publications		\$389.85	DVD Videos
(sole vendor)		\$32.00	Shipping

Office Supplies	MDC Vendor	Cost	Description
**J & E Office Supplies	Yes	\$5,020.11	Office Supplies
Galloway	Yes	\$5,596.26	
Office Express (Incomplete Quote)	Yes		
Staples (Not responsive)	Yes		
Office Depot (Not responsive)	Yes		

Copiers	MDC Vendor	Cost	Description
Docutek	Yes	\$6,152.00	Copier
Milner Products	Yes	\$8,600.00	
Ricoh Americas	Yes	(Not responsive)	
Halsey and Griffith	Yes	(Not responsive)	

Delivery to Region 3	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 3 = \$ _____

Region 4 – Gulf Coast Workforce Board
5320 West US Hwy 98, Panama City, FL 32401

Hardware Vendor	MDC Vendor	Cost	Description
Dell	Yes	\$4,242.69	Dell PowerEdge 2950
**Softchoice	Yes	\$3,564.01	

Software Vendor	MDC Vendor	Cost	Description
**Dell (sole vendor)	Yes	\$4,659.39	Dell External Tape Drives

Software Vendor	MDC Vendor	Cost	Description
**Softchoice	Yes	\$2,319.48	Tape Drives
CDW	Yes	\$2,669.97	
Insight	No	\$2,609.97	
PC Mall	Yes	\$2,633.97	

Software Vendor	MDC Vendor	Cost	Description
Dell	Yes	\$1,054.32	Dell PowerEdge 4210 rack
**Softchoice	Yes	\$757.64	
CDW	Yes	\$799.96	
Insight	Yes	\$799.96	

Office Supplies	MDC Vendor	Cost	Description
**J & E Office Supplies	Yes	\$2,740.96	
Galloway	Yes	\$3,123.74	
Office Express (Incomplete Quote)	Yes		
Staples (Not responsive)	Yes		
Office Depot (Not responsive)	Yes		

Copiers	MDC Vendor	Cost	Description
Docutek	Yes	\$5,712.00	Copier
**Milner Products	Yes	\$7,700.00	
Ricoh Americas	Yes	(Not responsive)	
Halsey and Griffith	Yes	(Not responsive)	

Delivery to Region 4	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 4 = \$ _____

Region 5 – Workforce Plus

325 John Knox Road, Bldg B-100, Tallahassee, FL 32303

Hardware Vendor	MDC Vendor	Cost	Description

Office Supplies	MDC Vendor	Cost	Description
**J & E Office Supplies	Yes	\$3,285.00	
Galloway	Yes	\$3,622.75	
Office Express (Incomplete Quote)	Yes		
Staples (Not responsive)	Yes		
Office Depot (Not responsive)	Yes		

Copiers	MDC Vendor	Cost	Description
Docutek	Yes	\$11,700.00	Copier
**Milner Products	Yes	\$7,200.00	
Ricoh Americas	Yes	(Not responsive)	
Halsey and Griffith	Yes	(Not responsive)	

Delivery to Region 5	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 5 = \$ _____

Region 6 – North Florida Workforce Board
309 SW Range Avenue, Madison, FL 32340

Hardware Vendor	MDC Vendor	Cost	Description

Software Vendor	MDC Vendor	Cost	Description
	Yes		
	Yes		
	Yes		
	Yes		

Copiers	MDC Vendor	Cost	Description
Docutek	Yes	\$6,939.00	Copier
Milner Products	Yes	(Not responsive)	
Ricoh Americas	Yes	(Not responsive)	
Halsey and Griffith	Yes	(Not responsive)	

Delivery to Region 6	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 6 = \$ _____

Region 7 – Florida Crown Workforce Board
1389 US Hwy 90 West, Suite 170B, Lake City, FL 32055

Hardware Vendor	MDC Vendor	Cost	Description
			Computers

Hardware Vendor	MDC Vendor	Cost	Description

Hardware Vendor	MDC Vendor	Cost	Description

Hardware Vendor	MDC Vendor	Cost	Description

Office Supplies	MDC Vendor	Cost	Description
**J & E Office Supplies	Yes	\$1,792.80	
Galloway	Yes	\$1,950.00	
Office Express	Yes	(Incomplete Quote)	
Staples	Yes	(Not responsive)	
Office Depot	Yes	(Not responsive)	

Delivery to Region 7	MDC Vendor	Cost
Daniel Moving	Yes	\$557.14
**Integrity Relocation	Yes	\$1,015.42
Millennium Relocation	Yes	\$1,403.14
Ricky Van Lines	Yes	\$421.48

**Indicates the recommended vendors

Total expenditure for Region 7 = \$ _____



10.

South Florida Workforce Investment Board

November 7, 2008

Recommendation as to the Approval of New Programs for Approved Training Agents

RECOMMENDATION

The consensus of the Economic Development & Industry Sector Committee recommend the approval for new training programs for approved Region 23's Training Agents, as set forth below and in the attached table.

BACKGROUND

Workforce Florida, Inc. and the Agency for Workforce Innovation (AWI) allow each Workforce Region to determine their approved Training Agents based upon their Region's criteria. The local procedure currently in place, permits training institutions to request approval to become training agents for Educational Scholarships (ITAs) and for current training agents to request the addition of new training programs or facilities.

For those existing approved Training Agents requesting new training programs, this process requires staff to review programmatic capabilities. Upon approval by SFWIB, the recommendations are entered into the State of Florida Eligible Training Provider List (ETPL).

At the October 2, 2008, Economic Development & Industry Sector Committee meeting, the consensus of the members present was to for this item to the full Board for approval.

The attached table sets forth the reviewed requests and SFWIB staff recommendations.

Attachments

Summary of Training Institutions Reviews

Training Institution	Proposed Training Program(s)	Program Length	Total Program Cost	Maximum ITA Amount	Pell Eligible	Related Occupations (2008-2009 TOL)	Wage Rate (2008-2009 TOL)		Comments
							Entry	Mean	
College of Business and Technology	NCLEX LPN Certification Preparation (CIP 0317060510) – Diploma Program	360 hours, (22.0 Quarter/Semester Hours – 8 months/32 weeks)	\$ 9,042.00	\$ 5,591.00	NO	Licensed Practical and Licensed Vocational Nurses (SOC 292061)	\$ 14.67	\$ 18.84	Programmatic review was conducted. College of Business and Technology met all requirements. SFWIB staff recommends approval
Miami-Dade County Public School/Miami Lakes Educational Center	Heavy Equipment Operations – OCPs A and B (CIP 0649020200) – Certificate Program	320 hours, (13 weeks)	\$ 2,105.00	\$ 2,105.00	NO	Operating Engineers/Construction Equipment Operators (SOC 472073)	\$ 12.96	\$ 17.90	Programmatic review was conducted. MLEC met all requirements. SFWIB staff recommends approval

SCHOOL PROGRAMMATIC REVIEW CHECKLIST

Institution Name: College of Business & Technology **New School:** _____ **New Program(s)** X

Date: July 9, 2008.

	PROGRAMMATIC REVIEW AREAS	(Yes/No/ N/A)	COMMENTS
1.	School's Licensing Information.	YES	College of Business & Technology (CBT) is licensed by the FLDPE/Commission for Independent Education by "Means of Accreditation"
	Accreditation Information, if applicable.	Yes	Accredited by the by the Accredited Council for Independent Colleges and Schools (ACICS)
2.	School's enrollment information.	YES	CBT current enrollment as of 10/29/07 for all three campuses as of 7/7/08 is 636
3.	Training Program/Design – Per training program.	Yes	Diploma Program NCLEX LPN Certification Preparation (CIP 0317o60510) – Diploma Program
4.	Curriculum per training area requested. Affiliation Agreements, if applicable.	Yes	Full curricula were available and reviewed. Lesson plans developed and instructional objectives and strategies were incorporated.
5.	Instructional staffing.	Yes	Resumes, CIE Instructional and Administrative Personnel Forms were provided for instructional staff.
6.	Facility.	Yes	CBT's Flagler Street campus is along major transit routes. The school facility is approximately 11,200 sq ft of space and includes 10 classrooms, 3 labs/classroom combinations, a resource center, student lounge and administrative offices.
7.	Equipment, training aids, books and other instructional material.	Yes	Inventory provided. All equipment maintained and in good working order. Books and materials are on hand.
8.	Placement information. Licensing or Certification rate, if applicable.	Yes	The placement rate for all programs reported for the Flagler Street Campus was: 93%
9.	Staff job development/placement information.	Yes	Resumes provided for the staff responsible for placement assistance.
10.	Additional staffing capabilities, i.e. counseling, case management, etc.	YES	Resumes of other staff provided.
11.	Cost data per training program.	Yes	CBT s Total Program cost: NCLEX LPN Certification Preparation = \$9,042.00
12.	Financial Aid Information.	Yes	CBT is a Title IV eligible school. The School participates in the Federal Pell Grant Program, Supplemental Education Opportunity Grant (SEOG) and the Ford Direct Loan (formerly GSL) Federal Direct/FFEL Subsidized Loans

SCHOOL PROGRAMMATIC REVIEW CHECKLIST

Institution Name: Miami-Dade County Public Schools (MDCPS)/Miami Lakes Educational Center (MLEC)
New School: ____ **New Program(s)** ____ **Date:** July 30, 2008.

	PROGRAMMATIC REVIEW AREAS	(Yes/No/ N/A)	COMMENTS
1.	School's Licensing Information.	YES	MDCPS is under the auspices of the Florida Department of Education.
	Accreditation Information, if applicable.	Yes	Miami Lakes Educational Center is accredited by the he Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI) and the Council of Occupational Education (COE)
2.	School's enrollment information.	YES	MDCPS – MLEC total enrollment for the year 07/08 was 3,229 students.
3.	Training Program/Design – Per training program.	Yes	Certificate Program Heavy Equipment Operations – OCPs A and B (CIP 0649020200)
4.	Curriculum per training area requested. Affiliation Agreements, if applicable.	Yes	Full curricula were available and reviewed. Instructional objectives and strategies were incorporated.
5.	Instructional staffing.	Yes	MDCPS Certified instructors.
6.	Facility.	Yes	The MLEC facility is located on a major campus (38 acres) and consists of a 5 main number of buildings that contain classrooms and labs, administrative offices, resource rooms, two student dining areas. MLEC is along a major transient route.
7.	Equipment, training aids, books and other instructional material.	Yes	Inventory provided. All equipment maintained and in good working order. Books and materials are on hand.
8.	Placement information. Licensing or Certification rate, if applicable.	Yes	The placement rate is based on FETPIP data and the most report has MDCPS overall placement rate at 79%. MLEC overall placement rate is 82%.
9.	Staff job development/placement information.	Yes	A full-time Career Specialist assists with job placement for all currently enrolled students and former students who have earned a Certificate of Completion. Teachers also assist with placement.
10.	Additional staffing capabilities, i.e. counseling, case management, etc.	YES	The Student Services Department offers guidance counseling, vocational testing, financial aid, and job placement services. Counselors are available Monday through Thursday from 8:00 a.m. to 9:30 p.m., and Friday from 8:00 a.m. to 6:00 p.m.
11.	Cost data per training program.	Yes	MLEC Total Program cost: Heavy Equipment Operations – OCPs A and B = \$2,105.00
12.	Financial Aid Information.	Yes	MLEC is a Title IV eligible school. The School participates in the Federal Pell Grant Program as well as the Federal Supplemental Education Opportunity Grants (FSEOG), Federal Stafford Loan Program (FSLP). Other financial aid programs available for MLEC are the District Financial Aid Program (DFAP), as well as a Tuition Fee Waiver Program.



11.

South Florida Workforce Investment Board

November 7, 2008

**Informal Resolution Conference
Recommendations**

RECOMMENDATIONS

The SFWIB Informal Resolution Conference Panel recommends approval for the results of the Informal Resolution Conferences described below.

BACKGROUND

At the September 18, 2008, Board meeting, members authorized SFWIB staff to negotiate for Workforce and Youth Services with Service Providers that scored points and higher, on the respective RFPs, Workforce Services RFP WS2008-09-2 and Youth Services RFP YS2008-09-2.

The SFWIB Appeal Rules require Service Providers not awarded funding an opportunity to appeal funding decisions. The first level of the appeal process is the required Informal Resolution Conference. Any resolution resulting from an Informal Resolution Conference must be approved by SFWIB in order to be effective. In the event the SFWIB does not approve the proposed informal resolution, then the agency's appeal shall be heard by the Appeals Panel.

The attached charts set forth the results of Informal Resolution Conferences held on November 3, 2008.

The SFWIB Informal Resolution Conference Panel recommends approval for the results of the Informal Resolution Conferences.

Attachment

Organization	Results	Recommendation
Workforce Services		
SER-Jobs for Progress, Inc.	SER-Jobs for Progress, Inc. provided at the time of the Informal Resolution Conference documentation for meeting its Due Diligence requirements The SFWIB Informal Resolution Panel recommends SER-Jobs for Progress, Inc. be awarded Workforce Services funding to operate the North Miami Beach Career Center, contingent upon a satisfactory review by SFWIB of the submitted due diligence documents.	Contingent upon a satisfactory review by SFWIB of the submitted due diligence documents.
Better Family Life, Inc. - Miami	Better Family Life, Inc. provided at the time of the Informal Resolution Conference provided additional documentation. The Informal Resolution Panel by a vote of two to one requested that Better Family Life, Inc provide a budget narrative for staff to review and compare with the budget narrative submitted by Sant La, before a final recommendation is made.	Pending receipt of additional documents.
Youth Services		
Easter Seals South Florida, Inc.	<p>The in-school and out-of-school proposals submitted by Easter Seals South Florida, Inc. were not rated as high as other proposals. Easter Seals South Florida, Inc. did not provide additional documentation to reverse the scores received. The Informal Resolution Conference upheld the non-funding recommendation. In addition, the Informal Resolution Conference recommends that the SFWIB release a new RFP for services to youth with disabilities, if funds are available.</p> <p>Easter Seals South Florida, Inc. elected not to appeal further.</p>	Uphold the non-funding recommendation.
Cuban American National Council, Inc.	<p>All Youth Services proposal scores, in-school and out-of-school, were reviewed and all scores were adjusted due to a scoring error. Cuban Americans National Council, Inc. in-school proposal adjusted score met the funding criteria.</p> <p>The out-of-school proposal submitted by Cuban American National Council, Inc. based on the information provided was not rated as high as other proposals. Cuban American National Council, Inc. did provide additional documentation; however, it was not sufficient to reverse the scores received. The Informal Resolution Conference Panel upholds the decision to not award funding to the Cuban American National Council's out-of-school proposal.</p> <p>Cuban American National Council, Inc. elected not to appeal further.</p>	Recommend Approval

<p>Transition, Inc.</p>	<p>All Youth Services proposal scores, in-school and out-of-school, were reviewed and all scores were adjusted due to a scoring error. Transition's, Inc. out-of-school proposal adjusted score met the funding criteria.</p> <p>The in-school proposal submitted by Transition, Inc. based on the information provided was not rated as high as other proposals. During the Informal Resolution Conference, Transition, Inc. did provide additional documentation, and it was sufficient to raise the score to the funding criteria. The Informal Resolution Panel recommends that Transition's in-school youth proposal be funded, contingent upon the availability of funds.</p>	<p>Recommend Approval</p>
<p>UNIDAD of Miami Beach, Inc.</p>	<p>All Youth Services proposal scores, in-school and out-of-school, were reviewed and all scores were adjusted due to a scoring error. UNIDAD of Miami Beach, Inc. in-school youth proposal adjusted score met the funding criteria. The Informal Resolution Panel recommends that the UNIDAD of Miami Beach, Inc. in-school youth proposal be funded, contingent upon the availability of funds.</p>	<p>Recommend Approval</p>



12.

South Florida Workforce Investment Board

November 7, 2008

SFWIB Retreat Preparation

DISCUSSION

Information will be provided at the meeting.