



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**WORKFORCE SYSTEMS IMPROVEMENT (WSI) COMMITTEE MEETING**

**November 27, 2007**

**9:30 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 Workforce Systems Improvement Meeting Minutes
  - June 5, 2007
  - July 31, 2007
  - October 11, 2007
3. Recommendation as to the Northside Career Center Services
4. Recommendation as to Refugee Employment & Training Services
5. Recommendation as to Refugee Employment & Training Services – Haitian Population
6. Recommendation as to Work Readiness Services
7. Recommendation as to Funding the Mobile Service Unit
8. Service Delivery Discussion

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2.

**SFWIB Workforce System Improvement Committee**

**November 27, 2007**

**MINUTES OF SFWIB WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEETING  
JUNE 5, 2007**

South Florida Workforce Investment Board  
 Workforce System Improvement Committee Meeting  
 June 5, 2007 at 9:03 A.M.  
 South Florida Workforce Investment Board Headquarters  
 7300 Corporate Center Drive, 5th Floor - Conference Room 3

<b>WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
1. Daniel Fils-Aime 2. Victoria DuBois 3. Eduardo Rivas 4. Cynthia Gaber 5. Jackie Harder	6. Jose Acosta 7. Anne Manning 8. Alvin Roberts 9. Ivonne Socorro	Perez-Padron, Carmen, Keiser University Menendez, Mirizza, Unidad of Miami Beach Milian, Dalia, City of Hialeah Milian, Delia, City of Hialeah Rodriguez, Maria, Youth Co-Op, Inc.
<b>OTHER SFWIB MEMBERS IN ATTENDANCE</b> Margolis, Edward	<b>SFW STAFF</b> Beasley, Rick Glancy, Anne Kistner, Ken Pierre, Linda	

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

**1. Call to Order and Introductions**

Daniel Fils-Aime, Chairperson called the meeting to order at 9:40 A.M., and welcomed those present an introduction were made.

**2. Approval of Minutes of the March 27, 2007 WIS Committee Meeting**

Dr. Eduardo Rivas moved approval of the March 27, 2007 WIS Committee meeting minutes. The motion was seconded by Ms. Jackie Harder and approved.

**3. Discussion Items**

**3.B WFI/AWI State's Negotiated Round One Performance Measures**

Mr. Beasley reported on the methodology for these performance measures.

**3.C Update on SFW Regional Balance Scorecard**

Mr. Beasley explained in detail the information on the SFW Regional Balanced Scorecard, and how the information was gathered.

There was discussion regarding the reasons for low performance by some Career Centers, and possible solutions.

**3.A SFW Draft Budget**

Mr. Beasley presented the Budget in detail and discussed with the Members the requested/recommended changes to the Budget.

**4. Action Items**

**4.B Recommendation as to Career Center Allocations**

Ms. Cynthia Gaber moved approval of the Career Center allocations. The motion was seconded by Dr. Eduardo Rivas and approved.

Mr. Beasley noted that the figures could be revised if necessary when the State information is received. If that were necessary, the revised information would be brought to the SFWIB.

**4.C Recommendation as to Youth Program Allocations**

Dr. Eduardo Rivas moved approval of the Youth Program allocations. The motion was seconded by Ms. Cynthia Gaber and approved.

**4.D Recommendation as to Allocation of Funds for the Purchase of Mobile Units**

Ms. Jackie Harder moved approval to allocate funds for the purchase of mobile units. The motion was seconded by Dr. Eduardo Rivas and approved.

**4.E Recommendation as to Contract Renewal for SER-Jobs for Progress, Inc.**

Dr. Eduardo Rivas moved approval of the non-renewal of SER-Jobs Youth Program and Refugee Employment & Training Program contracts, and SER-Jobs Career Center contract be renewed for only one Career Center instead of its current two. The motion was seconded by Ms. Victoria DuBois and approved.

Dr. Rivas asked that the staff not be affected.

**4.F Recommendation as to the Non-Renewal of Arbor's E&T Out-of-School Youth Program Contract for Program Year 2007-2008**

Dr. Eduardo Rivas moved approval of the recommendation that the Arbor E&T Out-of-School youth contract not be renewed for Program Year 2007-2008. The motion was seconded by Ms. Cynthia Gaber and approved.

**4.G Recommendation as to Actions Taken Concerning Adults Mankind Organization, Inc.**

Ms. Victoria DuBois moved approval of the recommendation that the Adults Mankind Organization, Inc. must reimburse SFWIB \$9,000.00, and Adults Mankind Organization, Inc. must submit an acceptable Corrective Action Plan (CAP). The motion was seconded by Ms. Cynthia Gaber and approved.

**4.H Recommendation as to Renewals of Current Contractors for Program Year 2007-2008**

Ms. Jackie Harder moved approval of the renewal of current Contractors for Program Year 2007-2008. The motion was seconded by Dr. Eduardo Rivas and approved.

**4.A Recommendation as to the Acceptance of the SFW's Regional Balanced Scorecard**

Dr. Eduardo Rivas moved approval to amend the acceptance of the Region's Balanced Scorecard Measures to include that the Downtown Miami Career Center would be managed by Youth Co-op. The amended motion was seconded by Ms. Jackie Harder and approved.

Dr. Eduardo Rivas moved approval of the item as amended. The motion was seconded by Ms. Jackie Harder and approved.

Dr. Rivas expressed his concern regarding the impact that the new immigration law would have on SFW, and the plans necessary to be prepared. He asked that staff report on this issue at the SFWIB meeting.

Mr. Fils-Aime thanked the members and the meeting adjourned at 11:30 A.M.



2.

**SFWIB Workforce System Improvement Committee**

**November 27, 2007**

**MINUTES OF SFWIB WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEETING  
JULY 31, 2007**

South Florida Workforce Investment Board  
 Workforce System Improvement Committee Meeting  
 July 31, 2007, at 9:30 A.M.  
 SFWIB West Dade Career Center  
 2700 SW 97 Ave, 1<sup>st</sup> Floor Conference Room  
 Miami, FL

<b>WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
1. Daniel Fils-Aime 2. Victoria DuBois 3. Cynthia Gaber 4. Ivonne Socorro  <b>OTHER SFWIB MEMBERS IN ATTENDANCE</b>	5. Jose Acosta 6. Anne Manning 7. Alvin Roberts 8. Eduardo Rivas 9. Jackie Harder  <b>SFW STAFF</b>  Beasley, Rick Glancy, Anne Kistner, Ken Pierre, Linda	Gaviria-Lopez, Beatriz, Youth Co-Op, Inc. Milian, Dalia, City of Hialeah Milian, Delia, City of Hialeah Rodriguez, Maria, Youth Co-Op, Inc.

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

**1. Call to Order and Introductions**

Daniel Fils-Aime, Chairperson called the meeting to order at 9:48 A.M., and welcomed those present. Each person in the room introduced themselves.

**2. Approval of Minutes of the June 5, 2007 WIS Committee Meeting**

As the quorum had not been achieved, the Minutes were not approved.

**3. SFW Two Year Plan Review**

Mr. Beasley reported that the first Two-Year Workforce Strategic Plan prepared by SFWIB is due to the State September 28, 2007. As part of the process, community forums will be scheduled to allow for public comment on the proposed plan, and the dates and locations would be sent to Members. Mr. Beasley added that the list of questions to be answered in this Regions Plan would be sent to the members to look at areas of interest to them. He also added that these issues would be considered at the SFWIB Retreat at the Grand Resort in Key largo September 28-

**4. Discussion of Career Center Locations**

Mr. Beasley said that the Committee needs to decide whether SFWIB Career Centers are located where needed. He noted that this is critical in light of funding cuts, and the facilities costs.

[Cynthia Gaber arrived.]

Mr. Beasley commented on the map “Density of Miami-Dade Job Seekers Including Potential Food Stamp Employment and Training Customers (November 2006-April 2007”.

There was discussion as to possible solutions: satellite sites, free rent, have agencies co-locate, work with churches...

Ms. Gaber suggested that an email message be sent to each member of the Committee for their input. Ms. Gaber noted that her agency has a list of requirements for new service sites, and Mr. Beasley asked her to send the list to him.

Mr. Beasley noted that leases renewed to this point had not problem including a clause to terminate the lease due to funding cuts.

Mr. Beasley asked again that the Members come up with a fixed cost for a Career Center, to assist in the budget process. What will SFW look like?

Ms. Socorro noted that parking is a large issue in Miami-Dade County, and the Little Havana and Miami Downtown Career Centers pay the parking fee for customers.

Mr. Beasley said that staff would prepare a list of additional variables, and the Committee would meet again, and select a sub-committee to consider all the information and bring a recommendation to the Committee.

Mr. Fils-Aime suggested that we have our Partners co-locate in our sites and pay rent.

Ms. Socorro suggested Verison as a likely sub-let. Mr. Beasley suggested that a staffing agency would be good to have co-located in a Career Center.

Mr. Beasley suggested that the Committee look at “Benchmarking One-Stops”, by John Metcalf who will facilitate the SFWIB retreat September 28-30 in Key Largo. He added that if this region is to keep all 13 Career Centers, then he needs the Members to help him locate additional funds.

## **5. Discussion of Career Center Quality Assurance**

Mr. Beasley noted that up to the present, Partners had been paid for errors up to 5%, but that is now reduced to 3%. SFWIB is responsible for ensuring that documents are correct. Those Partners with error rates above 3% are put on a corrective action plan.

## **6. Discussion of 4th Quarter Performance**

The Balanced Score Card was distributed.

There was discussion regarding the placements on the AWI system, which are primarily low wage jobs, and the goal to increase high wage job placements, and to focus on quality, not quantity.

Mr. Beasley noted that the West Dade Career Center implemented the Employed Worker Program, and their wage rate has gone up. This Program could help employers to upgrade their workers skills. This Region must concentrate on high wage jobs and job development.

Regarding TANF, this Region has drastically improved performance, and is better each year. SFW has regular performance improvement meetings with Partners to discuss barriers, strategies, and areas to improve.

## **7. Recommendation as to an Approval to Authorize Staff to Draft and Release a Request for Proposals (RFPs) for Work Readiness Preparation Services**

Mr. Beasley presented the item, and noted that the item is to provide services at no cost to SFW. The services are to provide work readiness credentials to qualify those to be hired. Presently providing this service are: Forward March, Heaven Sent, and Suited for Success.

Mr. Fils-Aime offered that it is good for the Committee to meet at different Career Centers to find out what the Board, and the Committee could do to help.

Mr. Beasley noted that the SFWIB Retreat would be at the Grand Resort in Key Largo, and Members are welcome to bring their family.

At the end of the Agenda, the Members and staff took a tour of the West Dade Career Center. The tour was provided by Lilian Molina, and Thais Gutierrez.

Issues brought up during the tour:

- DCF childcare timing issues. There is a 30-day application process, and the approval of a temporary child Care application would permit activities to begin immediately.
- Vocational Rehabilitation services are provided on a case-by-case basis; no representative is on-site.
- Parking issues for large events.

Mr. Fils-Aime thanked the Members and the meeting adjourned at 11:30 A.M.



2.

**SFWIB Workforce System Improvement Committee**

**November 27, 2007**

**MINUTES OF SFWIB WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEETING OCTOBER 11, 2007**

South Florida Workforce Investment Board  
 Workforce System Improvement Committee Meeting  
 October 11 2007, at 11:00 A.M.  
 South Florida Workforce Investment Board Headquarters  
 7300 Corporate Center Drive, 5th Floor - Conference Room 3  
 Miami, Florida 33126

<b>WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>WORKFORCE SYSTEM IMPROVEMENT COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
1. Daniel Fils-Aime 2. Victoria DuBois 3. Cynthia Gaber	4. Jose Acosta 5. Jackie Harder 6. Anne Manning 7. Eduardo Rivas 8. Alvin Roberts 9. Ivonne Socorro	Harvey, Hilary, Jobs for Miami Milian, Dalia, City of Hialeah Milian, Delai, City of Hialeah Pichardo, Jorge, Youth Co-Op Rodriguez, Maria, Youth Co-Op, Inc.
<b>OTHER SFWIB MEMBERS IN ATTENDANCE</b> Barsell, Debra Margolis, Edward		<b>SFW STAFF</b> Beasley, Rick Glancy, Anne Hernandez, Juan Kistner, Ken Pierre, Linda

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

**1. Call to Order and Introductions**

Chairperson Daniel Fils-Aime called the meeting to order at 11:10 A.M., and welcomed those present. Each person in the room introduced themselves.

**2. Approval of June 5, 2007 and July 31, 2007 Workforce Systems Improvement Meeting Minutes**

As the quorum had not been achieved, the minutes of the June 5, 2007 and July 31, 2007 meetings were not approved.

**3. SFWIB Retreat Discussion**

Mr. Edward Margolis distributed the draft handout *Strategic Plan 2008-12*. He reported that the SFWIB will be discussing and identifying three to four goals to focus on. One would be the Career Centers and consistency of services. Also discussed was the possibility of developing a model Career Center, similar to companies that are franchises.

Mr. Margolis recommended that SFWIB members attend service partner meetings with the Executive Director in order to receive input, and to explain the goals of SFW. Mr. Beasley reminded members that the SFWIB is a policy making body, and this Committee's primary responsibility is to engage the Career Centers. The partners meetings are operational.

#### 4. Career Center Locations and Cost Discussion

Discussion followed as to methods of deciding the optimum Career Center lay-out, and the base-line services to be provided at all centers. Some centers would offer additional services.

Mr. Fils-Aime suggested that the sub-committee be made up of members of this committee. Mr. Beasley noted that the responsibility for the Career Center rests with this committee, although other persons could be asked to participate.

Mr. Beasley noted that an agenda item needs to be brought to the SFWIB meeting in December for authorization for an RFP and included in that RFP would be the career center structure.

Mr. Beasley offered that what needs to be decided is how many career centers needed in this Region.

Mr. Beasley distributed the "Career Center Analysis". He noted that the workforce requirements on establish one full and comprehensive career center per region, and there are 11 centers currently.

Discussion followed as to the number of career centers in other large cities in the U.S.

Mr. Beasley distributed the handout *Centers/Direct Self-Service/ Direct Staff Assisted/Total Participants*. He noted that with funding cuts already in place our providers are not able to provide the services they would like due to staffing cuts. Providers do not have sufficient staff to do follow-ups on customers who register on-line.

Mr. Beasley added that if the number of career centers were reduced, then funding cuts would only impact special projects, and not base-line services.

Ms. Gaber noted that this committee should do a thorough analysis, and think outside the box to come up with a new way to provide services. She added that in her area, a tem process had been developed comprises of counselors with varying expertise, although the results would be inconsistent if training is not provided.

Mr. Beasley noted that the two mobile units being readied would not be the cure-all for services, but that areas without services could be reached.

There followed discussion as to access points, partnering with CBOs, faith-based organizations, and compensation for those access points, etc.

Feed-back from the floor was requested.

Maria Rodriguez of Youth Co-op, Inc. noted that recruiting is not an issue for them, but they do want a presence in the community. She noted that having one or two staff persons at an access point would be difficult in that having staff with the needed expertise would be an issue, and would deplete current resources.

Hilary Harvey noted that proper training of staff is necessary. She added that in Boston, where she came from, there are a certain number of career centers in a neighborhood, and they network with each other. She did comment that Boston has a more viable transportation system.

Mr. Beasley recapped that the committee would work to reduce the number of career centers to seven or eight in the region, build our career centers as our flagship product, work to achieve a stable staff, and consistent services. He also noted that SFWIB members could find sponsors for the mobile units.

Deb Barsell asked which areas use access points, and how are they working, etc. She added that more information is needed regarding career centers and transportation before deciding how many sites to close. Mr. Beasley suggested that providers be included in the process.

Ms. Rodriguez noted that the career centers are working with CBOs to plan activities such as job fairs and special recruitments in underserved areas.

Mr. Beasley noted that research would be done on other models, access points, etc. with the help of the service partners at the monthly meetings. He noted that he would like to see the process wrapped up so that



a decision could be reached at the December SFWIB meeting, and RFP released in January, and the award issued in April.

**5. Recommendation as to the Request for Proposals (RFP) for Northside Career Center Services**

Mr. Fils-Aime asked the members for a consensus to take this issue to the full Board. Those Members present agreed.

**6. Recommendations as to the Renewal of Current Refugee Employment and Training Contractors and Allocations for Program Year 2007-2008**

Mr. Fils-Aime asked the members for a consensus to take this issue to the full Board. Those Members present agreed.

**7. Recommendations as to Authorizing Staff to Draft and Release a Request for Proposals (RFPs) to Provide Refugee Employment and Training Services and Assigning JFM as Temporary Refugee Employment and Training Provider**

Mr. Fils-Aime asked the members for a consensus to take this issue to the full Board. Those Members present agreed.

**8. Recommendation as to the Approval of the Food Stamp Employment and Training (FSET) Allocations**

Mr. Fils-Aime asked the members for a consensus to take this issue to the full Board. Those Members present agreed.

**9. Recommendation as to an Allocation of Additional Program Year 2006-2007 Refugee Employment & Training Funding to Community Coalition, Inc.**

Mr. Fils-Aime asked the members for a consensus to take this issue to the full Board. Those Members present agreed.

Mr. Beasley brought to Member's attention the copy of an article about Mr. Fils-Aime in the Tuesday, October 9, 2007 Miami Herald regarding a monument in Savannah, GA dedicated to Haitian soldiers who fought in America's Revolutionary War. Mr. Fils-Aime is the chairman of the Miami-based Haitian American Historical Society.

Mr. Fils-Aime thanked the Members and the meeting adjourned at 12:20 P.M.



3.

**SFWIB – Workforce Systems Improvement Committee**

*November 27, 2007*

**Recommendation as to the Northside Career Center**

**RECOMMENDATION**

SFWIB staff recommends that the Workforce Systems Committee members select the Service Provider to operate the Northside Career Center and to authorize staff to negotiate with the selected Service Provider as set forth in Table 1.

**BACKGROUND**

On October 26, 2007, a Request for Proposals (RFP) was released to the community, soliciting proposals from organizations with the expertise and capacity to manage and deliver Career Center services at the Northside Career Center for the period January 1, 2008, through June 30, 2008. A total of five (5) agencies responded to the solicitation. Staff reviewed the submissions based on the criteria detailed in the RFP. A publicly noticed Proposal Review Session was conducted on November 20, 2007. The reviewers provided their scoring per respondent. One agency was disqualified from consideration for failing to meet the Office of Continuous Improvement (OCI) due diligence requirements. Table 1 displays the results of the public review session.

SFWIB staff recommends that the Workforce Systems Improvement Committee members review the data, select the Service Provider, and to authorize staff to negotiate with the selected Service Provider to operate the Northside Career Center.

*Attachment*

Northside Career Center

Table 1

Requesting Organization	Northside Career Center					Comments
	Requested Budget	Cost Per participant	Average Rating Score across Raters (all)	Budget/Fees/CAP and Cost Effectiveness Score (10 points)	Final rating Score (Budget & Average Score of Raters)	
Youth Co-Op, Inc.	\$1,184,086.00	\$414.16	80.25	10.00	90.25	
Private Industry Council of Dade County, Inc dba Jobs for Miami - Joint Venture with Career T.E.A.M, LLC <sup>1</sup>	\$1,184,086.00	\$890.29	<del>77.10</del> 77.70	9.00	<del>86.10</del> 86.70	
Work America Inc. <sup>2</sup>	\$1,350,000.00	\$151.30	<del>76.80</del> 77.00	7.00	<del>83.80</del> 84.00	Proposal disqualified - did not meet Due Diligence requirement.
Adult Mankind Organization, Inc. (AMO)	\$1,157,317.00	\$579.00	75.50	8.00	83.50	
UNIDAD of Miami Beach, Inc. <sup>3</sup>	\$1,110,000.00	\$98.67	<del>66.75</del> 66.35	9.00	<del>75.75</del> 75.35	

<sup>1</sup>Jobs for Miami score adjusted due to error in one of the raters scores which was noted at the time of the score verification process. Jobs for Miami's score was adjusted from 86.10 to 86.70

<sup>2</sup>Work America, Inc.'s score adjusted due to error in one of the raters scores which was noted at the time of the score verification process. The score for Work America, Inc. was adjusted from 83.80 to 84.00

<sup>3</sup> UNIDAD of Miami Beach, Inc.'s score adjusted due to error in one of the raters scores which was noted at the time of the score verification process. The score for UNIDAD of Miami Beach, Inc. was adjusted from 75.75 to 75.35.



4.

**SFWIB – Workforce Systems Improvement Committee**

*November 27, 2007*

**Recommendation as to Refugee Employment & Training Services**

**RECOMMENDATION**

SFWIB staff recommends authorizing staff to negotiate with the highest scoring Service Provider for Refugee Employment and Training Services as set forth in Table 1.

**BACKGROUND**

On October 26, 2007, a Request for Proposals (RFP) was released to the community, soliciting proposals from organizations with the expertise and capacity to manage and deliver Refugee Employment & Training Services within Miami-Dade County for the period January 1, 2008, through September 30, 2008. A total of seven (7) agencies responded to the solicitation. Staff reviewed the submissions based on the criteria detailed in the RFP. A publicly noticed Proposal Review Session was conducted on November 20, 2007. The reviewers provided their scoring per respondent. Table 1 displays the results of the public review session.

SFWIB staff recommends authorizing staff to negotiate with the highest scoring Service Provider for Refugee Employment and Training Services as set forth in Table 1.

*Attachment*

Refugee Employment Training Services

Table 1

Requesting Organization	Refugee Employment and Training					Comments
	Requested Budget	Cost Per participant	Average Rating Score across Raters (all)	Budget/Fees/CAP and Cost Effectiveness Score (10 points)	Final rating Score (Budget & Average Score of Raters)	
Private Industry Council of Dade County, Inc dba Jobs for Miami	\$1,144,835.00	\$867.00	84.50	9.50	94.00	
Adult Mankind Organization, Inc. (AMO)	\$379,640.00	\$800.00	79.40	10.00	89.40	
Youth Co-Op, Inc. <sup>1</sup>	\$1,420,736.00	\$872.00	<del>68.30</del> 78.50	10.00	<del>78.30</del> 88.50	
Community Coalition. Inc.	\$213,214.00	\$907.29	79.45	9.00	88.45	
Lutheran Services Florida	\$1,212,223.00	\$1,054.00	80.45	8.00	88.45	
SER-Jobs for Progress, Inc.	\$97,782.00	\$1,425.00	78.70	9.00	87.70	
UNIDAD of Miami Beach, Inc.	\$487,000.00	\$974.00	76.35	9.00	85.35	

<sup>1</sup>Youth Co-Op Inc's score adjusted due to error in the raters score in past performance which was noted at the time score of the verification process. Youth Co-Op Inc.'s score was adjusted from 78.30 to 88.50



5.

**SFWIB – Workforce Systems Improvement Committee**

*November 27, 2007*

**Recommendation as to Refugee Employment & Training Services – Haitian Population**

**RECOMMENDATION**

SFWIB staff recommends authorizing staff to negotiate with the highest scoring Service Provider for Refugee Employment and Training Services for the Haitian population as set forth in Table 1.

**BACKGROUND**

On October 26, 2007, a Request for Proposals (RFP) was released to the community, soliciting proposals from organizations with the expertise and capacity to manage and deliver Refugee Employment & Training Services for the Haitian population within Miami-Dade County for the period January 1, 2008, through September 30, 2008. A total of four (4) agencies responded to the solicitation. Staff reviewed the submissions based on the criteria detailed in the RFP. A publicly noticed Proposal Review Session was conducted on November 20, 2007. The reviewers provided their scoring per respondent. Table 1 displays the results of the public review session.

SFWIB staff recommends authorizing staff to negotiate with the highest scoring Service Provider for Refugee Employment and Training Services for the Haitian population as set forth in Table 1.

*Attachment*

Refugee Employment Training Services - Haitian Population

Table 1

Requesting Organization	Refugee Employment and Training - Haitian Population					Comments
	Requested Budget	Cost Per participant	Average Rating Score across Raters (all)	Budget/Fees/CAP and Cost Effectiveness Score (10 points)	Final rating Score (Budget & Average Score of Raters)	
Private Industry Council of Dade County, Inc dba Jobs for Miami	\$1,144,835.00	\$867.00	83.85	9.50	93.35	
SER-Jobs for Progress, Inc.	\$97,782.00	\$1,425.00	80.75	9.50	90.25	
Community Coalition. Inc.	\$213,214.00	\$907.29	77.30	9.00	86.30	
Gulf Coast Jewish Family Services, Inc. <sup>1</sup>	\$280,205.00	\$3,824.00	<del>63.15</del> 62.35	9.00	<del>72.15</del> 71.35	

<sup>1</sup> Gulf Coast Jewish Family Services, Inc. score adjusted due to error in one of the raters scores which was noted at the time of the score verification process. Gulf Coast Jewish Family Services, Inc. score was adjusted from 72.15 to 71.35



6.

**SFWIB – Workforce Systems Improvement Committee**

*November 27, 2007*

**Recommendation as to Work Readiness Services**

**RECOMMENDATION**

SFWIB staff recommends authorizing staff to negotiate with the highest scoring Service Provider for Work Readiness Services as set forth in Table 1.

**BACKGROUND**

On October 26, 2007, a Request for Proposals (RFP) was released to the community, soliciting proposals from organizations with the expertise and capacity to manage and deliver Work Readiness Services at no-cost within the Region's Career Centers for the period January 1, 2008, through June 30, 2007. A total of two (2) agencies responded to the solicitation. Staff reviewed the submissions based on the criteria detailed in the RFP. A publicly noticed Proposal Review Session was conducted on November 20, 2007. The reviewers provided their scoring per respondent. One agency was disqualified from consideration for failing to meet the Office of Continuous Improvement (OCI) due diligence requirements. Table 1 displays the results of the public review session.

SFWIB staff recommends authorizing staff to negotiate with the highest scoring Service Provider for Work Readiness Services as set forth in Table 1.

*Attachment*



**Work Readiness Services**

**Table 1**

Requesting Organization	Average Rating Score across Raters (all)	Comments
<b>The Paxen Group, Inc.<sup>1</sup></b>	<b>93.40</b> <del>93.00</del>	<b>Forward March for TANF population at 3 main Career Centers with referrals from other Career Centers.</b>
<b>Spirit Ministry, Inc.</b>	<b>54.80</b>	<b>Proposal disqualified - did not meet Due Diligence requirement.</b>
<sup>1</sup> The Paxen Group, Inc. score adjusted due to error in one of the raters scores which was noted at the time of the score verification process. Jobs for Miami's score was adjusted from 93.40 to 93.00		



7.

**SFWIB – Workforce Systems Improvement Committee**

*November 27, 2007*

**Recommendation as to Funding the Mobile Service Units**

**RECOMMENDATION**

SFWIB staff recommends an allocation not to exceed \$52,360 in Reed Act funds to fund two staff to operate the Mobile Service Units from January 1, 2008 to June 30, 2008.

**BACKGROUND**

The first Mobile Service Unit will be delivered on December 5, 2007, and the second unit will be delivered a few weeks later. In order to operate the two units' qualified staff will need to be hired.

SFWIB staff recommends an allocation not to exceed \$52,360 in Reed Act funds to fund two staff to operate the Mobile Service Units from January 1, 2008 to June 30, 2008.



8.

**SFWIB – Workforce Systems Improvement Committee**

*November 27, 2007*

**Service Delivery Discussion**

**Discussion Item**

**BACKGROUND**

The Committee has held brief discussions on the Career Centers. These discussions focused 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 Committee needs to develop recommendations concerning the Region's Service Delivery and may wish to discuss the following:

- Number of Providers that operate Career Centers
- Future locations of the Career Centers
- Access point criteria

The recommendations developed by the Committee must be forwarded to the Board for approval.