



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

EXECUTIVE COMMITTEE MEETING

Tuesday, June 30, 2009

8:30 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 Executive Committee Meeting Minutes
 - A. May 5, 2009
3. Discussion - Committee Meetings
4. Discussion - Employed Worker Training Program
5. Stimulus Advisory Committee

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



2.

SFWIB - Executive Committee

June 30, 2009

**Minutes of SFWIB Executive Committee Meeting
May 5, 2009**

South Florida Workforce Investment Board
 Executive Committee Meeting
 May 5, 2009, at 8:30 A.M.
 South Florida Workforce Investment Board Headquarters
 7300 Corporate Center Drive, 5th Floor - Conference Room 3
 Miami, FL 33126

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
1. Adrover, Bernardo 2. Fils-Aime, Sr., Daniel 3. Gaber, Cynthia 4. Giles, Regina 5. Marinelli, Frederick 6. Perez, Andre (Andy)	7. Bridges, Jeff 8. Chi, Joe 9. Ferradaz, Gilda 10. West, Alvin	Costas, Jorge - <i>Youth Co-op, Inc.</i> Cushon, Norman - <i>ARBOR E&T</i> Perez, Clara – [Unintelligible] Milian, Delia – <i>City of Hialeah</i> Thomas, Guy – <i>Haitian American Business News</i> Rutland Gainer, Lori - <i>Everest</i>
OTHER SFWIB MEMBERS IN ATTENDANCE	SFWIB STAFF	
None	Beasley, Rick Alonso, Gustavo Glancy, Anne Hernandez, Juan Kistner, Ken Morgan, Myria Smith, Marian	

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Mr. Bernardo Adrover, SFWIB Chair, called the meeting to order at 8:40 A.M. and noted that a quorum had not yet been achieved, although other Members were expected.

3. Chairman’s Briefing

[Mr. Marinelli arrived.]

Mr. Adrover shared his opinion on the economy. He commented that there is economic data that we are on the way to recovery by looking at the leading economic indexes, the stock market, housing starts have stabilized, and some banks showing profits.

He commented that the banking industry is better than it was, but small businesses need improvement.

The un-employment rate in the United States is 9%, the State of Florida is 9.7%, but Miami-Dade County is less than that.

The other area to report is to look at in the future is the quality of customer service in the Career Centers in this region. He stated that he had received negative comments from customers. Mr. Marinelli commented that when people come to a government office they expect to receive something that in the end they might not qualify for, and that causes a complaint. People are very stressed, and staff must treat everyone with dignity and respect. Mr. Beasley commented that some complaints concern the lack of services. He asked staff to look at the kind of customer service calls received in order to customize the training.

Mr. Adrover commented that a customer service refresher course be conducted for the Career Centers. He said that it is all about communication, including the translation of letters into other languages.

Mr. Marinelli noted that the brochure includes information regarding \$10 per hour jobs, and if someone goes to a Career Center they might expect to be placed in a \$10 per hour job.

Mr. Beasley noted that he explains the steps necessary to customers.

Mr. Adrover asked that every action item needs an action, a consequence, a time frame and a report of the results at the next meeting. This would ensure that all approved actions have been taken.

[Ms. Regina Giles arrived.]

Mr. Perez commented that a small number of companies are hiring, but he would like to have activities scheduled for customers in Miami-Dade County while they are waiting to find out if they are eligible for services, or waiting to be employed.

Mr. Adrover responded that the various municipalities within the County have programs. It would be a large task to coordinate. Mr. Perez asked whether stimulus funds could be used so SFW could spearhead this initiative and be pro-active.

Mr. Marinelli noted that our mission statement is job training and placement. We need to link with other agencies in the region to be successful. SFW may want to get the various chambers involved. Mr. Beasley commented that Chambers of Commerce have been contacted to get the word out about the stimulus funding, and possibly they could include this issue.

Mr. Adrover suggested that this be considered at the committee level.

2. Approval of Executive Committee Meeting Minutes of March 24, 2009

Mr. Daniel Fils-Aime, Sr. moved to approve the minutes of the March 24, 2009, Executive Committee meeting. The motion was seconded by Ms. Regina Giles, and approved.

4. SFWIB Accelerate South Florida Update

Mr. Adrover introduced Mr. Rick Beasley who provided an update on the actions that have were taken since the Board meeting, and distributed the handout "*Accelerate South Florida: SFWIB's 2009 American Recovery and Reinvestment Act Action Plan*", Executive Committee Update.

1. Business Development Strategies

a. Small Business Development Program

- A waiver request submitted to use WIA funds for small business capitalization (For Monroe County only.)
- USDOL guidance letter AFFA funds cannot be used for Capitalization
- SFWIB approved an item to create a Small Business Development Grant Program for Monroe County
- This strategy is being researched to develop the program design and allowable cost items.

b. Jobs Opportunity for Business Stimulus (JOBS) will be created to enhance business awareness and utilization of employment and training funds.

2. An Enhanced Career Center Delivery System

- a. Access Points
- b. Unemployment Recovery Center (URC)
- c. Operational Employment

3. Career Exploration and Career Pathway Initiatives

Mr. Beasley also reported on a meeting with PACT and their request whether census tracts could be used to allot funding within the region.

Two new SFWIB Youth Programs brochures were distributed and it was noted that the address of one Career Center was incorrect.

Mr. Beasley noted that the mobile units are scheduled regularly. Mr. Adrover asked that the municipalities, their contact persons or the Career Center providers be notified. This should be coordinated by staff.

Mr. Beasley distributed the hand-out "*Readiness and Technical Assistance Consultation Guide for the American Recovery & Reinvestment Act*" and noted that a representative from the Department of Labor would be visiting the next day to review the guide and offer guidance.

5. Acceptance of REED Act Funds

Mr. Beasley presented the item.

Workforce Florida Inc. (WFI) held for performance purposes, \$1,675,325 in Reed Act funding at the State level. WFI has released these funds through two Notices of Grant Awards/Funds Availability (NFAs). The total amount of additional REED Act funds awarded for the period July 1, 2008 – June 30, 2009 is: \$311,698.00 \$ 44,532.00 for a total of \$356,230.00

All Reed Act funds must be expended by June 30, 2009.

Mr. Perez recommended that staff investigate upgrading the telephone system to Voice Over Internet Protocol (VOIP) which would reduce the number of phone lines and cost savings from the first year.

Mr. Frederick Marinelli moved to accept the additional Reed Act funds, as set forth in the item. The motion was seconded by Mr. Daniel Fils-Aime, Sr., and approved.

6. Allocation of Temporary Assistance to Needy Families (TANF) Funds

Ms. Cynthia Gaber moved to approve directly contracting with The Early Learning Coalition (ELC) of Miami-Dade/Monroe and to approve an allocation not to exceed \$350,000.00 in Temporary Assistance to Needy Families funds to The Early Learning Coalition (ELC) of Miami-Dade/Monroe, as set forth in the item. The motion was seconded by Mr. Andre Perez., and approved.

7. Allocation of Workforce Investment Act Youth Funds

Mr. Beasley commented that the Miami Dade College (MDC) School of Business operates a summer program called the Future Bankers Camp. This program would have received funding as part of the Miami Dade College (MDC) ARRA 2009 summer program. However, MDC elected not to operate the ARRA 2009 summer program.

Ms. Regina Giles moved to approve an allocation not to exceed \$20,000.00 in Workforce Investment Act (WIA) Youth funds to Miami Dade College, as set forth in the item, and to include follow-up as to where the youth worked and what duties they performed. The motion was seconded by Mr. Frederick Marinelli., and approved.

Mr. Perez brought up the 'digital divide' and a request to find out what is the basic electronic skill set necessary for a person to be considered employable. He added that Micro Soft has a program called Elevate Miami

Mr. Adrover thanked everyone for their participation and the meeting adjourned at 9:45 am.



3.

SFWIB – Executive Committee

June 30, 2009

Committee Meetings

Discussion Item

BACKGROUND

Committee meetings are currently held at 8 a.m. the day of the Board meeting. At the June 18, 2009, Board meeting, the question of the Committee meeting times was raised.

The Chair would like a discussion on the Committee meeting times.



4.

SFWIB – Executive Committee

June 30, 2009

Employed Worker Training Program (EWTP)

Discussion Item

BACKGROUND

At the June 18, 2009, EDIS Committee meeting, the committee held a brief discussion on the Employed Worker Training Program (EWTP). The Committee discussed and suggested a review of the following:

- Waiver 6
- Cost per participant
- Waive or more flexibility on the wage/salary cap
- Minimize required documentation
- EWTP application review process



5.

SFWIB – Executive Committee

June 30, 2009

Stimulus Advisory Committee

Discussion Item

BACKGROUND

At the June 18, 2009, Board meeting, there was a brief discussion on establishing a Stimulus Advisory Committee. The Stimulus Advisory Committee can provide a way to get stimulus status updates and information to the community.

The Executive Committee may wish to discuss the establishment of the Stimulus Advisory Committee and establish meeting dates.