



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**ECONOMIC DEVELOPMENT AND INDUSTRY SECTOR (EDIS) COMMITTEE MEETING**

**Thursday, February 26, 2009  
8:00 A.M.**

Doubletree Miami Mart/Airport Hotel and Exhibition Center  
711 NW 72<sup>nd</sup> Avenue  
Salon B  
Miami, Florida 33126

**AGENDA**

1. Call to Order and Introductions
2. Approval of EDIS Committee Meeting Minutes
  - A. December 6, 2007
  - B. February 7, 2008
  - C. June 5, 2008
  - D. October 2, 2008
  - E. December 11, 2009
3. SFWIB Strategic Planning Discussion
4. Recommendation as to the Approval of New Training Agents and New Programs for Approved Training Agents
5. SBDC Small Business Assessment Report
6. EWT Program Update
7. SFWIB Workforce Estimating Conference
8. Scheduling ITA Meeting



2.A

**SFWIB - Economic Development and Industry Sector Committee**

*February 26, 2009*

**Minutes of SFWIB Economic Development and Industry Sector Committee Meeting  
December 6, 2007**

South Florida Workforce Investment Board  
Economic Development and Industry  
Sector Committee Meeting  
December 6, 2007, at 8:00 A.M.  
South Florida Workforce Investment Board Headquarters  
7300 Corporate Center Drive, 5th Floor - Conference Room 3

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE	OTHER ATTENDEES
1. Andre (Andy) Perez 2. Bill Diggs 3. Thomas Roth 4. Monica Russo 5. Holly Weidman	6. Joe Chi 7. Maria Cristina Regueiro 8. Gregg Talbert  <b>SFW STAFF</b> Beasley, Rick Glancy, Anne Hernandez, Juan Kistner, Ken Pierre, Linda	Cartwright, Jerry, <i>Small Business Development Center</i> Costas, Jorge, <i>Youth Co-Op, Inc.</i> Sanchez, Ofelia, <i>Management Resources, Inc.</i>
OTHER SFWIB MEMBERS IN ATTENDANCE		

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Mr. Andy Perez called the meeting to order at 8:25 A.M. and introductions were made. Mr. Perez noted that a quorum was present.

**2. Approval of EDIS Committee Meeting Minutes October 4, 2007**

Bill Diggs moved approval of the minutes of October 4, 2007. The motion was seconded by Thomas Roth and approved.

**10. Recommendation as to an Allocation of Funds to the University of West Florida for a Region 23 Small business Needs Assessment**

Monica Russo moved approval of an allocation of funds to the University of West Florida for a Region 23 small business needs assessment. The motion was seconded by Thomas Roth and approved.

**3. Recommendation as to an Approval of New Programs for Approved Training Agents**

[Holly Wiedman left the room.]

Bill Diggs moved approval of New Programs for Approved Training Agents Technical Career Institute, and Sullivan & Cogliano Training Centers, Inc. The motion was seconded by Holly Wiedman and approved.

[Holly Wiedman returned.]

**4. Recommendations as to an Approval of Employed Worker Training Program Applications**

Thomas Roth moved approval of Employed Worker Training Program applications from Baptist Health South Florida, Inc. and Tim-Bar Corporation dba Tim-Bar Packaging and Display. The motion was seconded by Holly Wiedman and approved.

**5. Employed Worker Training Program (EWTP) Update**

Mr. Beasley noted that there were no new trainings since the last report.

Mr. Perez urged Members to notify Mr. Beasley if they are aware of training needs.

**6. Florida Career and Professional Education (CAPE) Act Discussion**

Mr. Beasley reported that the Florida Career and Professional Education (CAPE) Act, Chapter 2007-216, passed during the 2007 legislative session which ensures career and technical education programs are academically rigorous and relevant to the work place, and it provides a statutory bond between career and technical education and the workforce development system.

He noted that on December 7, 2007, from 9:00 a.m. to 1:00 p.m., SFW is hosting a meeting at the Robert Morgan Educational Center on the Florida Career and Professional Education Act.

Mr. Beasley also noted that the act requires that a strategic 5-year plan be jointly developed between school districts, regional workforce boards and postsecondary institutions and that plan would be reviewed by this Committee.

**7. Annual Recognition Event Discussion**

There was much discussion as to the merits of various recognition events, as well as the need to have the events.

Discussion included: the criteria to select those to be recognized; success stories; showcasing of employees; business leaders bring their leaders; and elevating the SFW brand.

Ms. Russo noted that SFW is a secret, and having participants tell their success stories are the most moving.

Mr. Beasley commented that publicity be arranged when funds are awarded by SFW to an organization. Ms. Wiedman suggested that Mr. Beasley meet with the editorial Board of the Miami Herald.

**8. Workforce Estimating Conference Discussion**

Mr. Beasley reported that as soon as he has a date when the information is due to the State, he would inform the Committee.

**9. Training Reconciliation Discussion**

Mr. Beasley noted that this would be a sub-group to review data to determine if our programs are effective, and to make recommendations to improve where necessary. The group should include one SFW staff person, service providers, training partners, and a Member of this Committee.

Mr. Perez noted that the time commitment would be two to three meetings of an hour each.

Mr. Beasley noted that this would not be a staff driven group. He added that an email message would be sent to request input.

The meeting adjourned at 9:32 A.M.



2.B

**SFWIB - Economic Development and Industry Sector Committee**

**February 26, 2009**

**Minutes of SFWIB Economic Development and Industry Sector Committee Meeting  
February 7, 2008**

South Florida Workforce Investment Board  
Economic Development and Industry  
Sector Committee and Workforce Estimating Conference Meeting  
February 7, 2008, at 8:00 A.M.  
South Florida Workforce Investment Board Headquarters  
7300 Corporate Center Drive, 5th Floor - Conference Room 3

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE	OTHER ATTENDEES
1. Andre (Andy) Perez 2. Thomas Roth 3. Monica Russo  <b>OTHER SFWIB MEMBERS IN ATTENDANCE</b> Margolis, Edward Manrique, Carlos	4. Joe Chi 5. Bill Diggs 6. Maria Cristina Regueiro 7. Gregg Talbert 8. Holly Weidman  <b>SFW STAFF</b> Beasley, Rick Glancy, Anne Kistner, Ken Pierre, Linda	Costas, Jose, <i>Youth Co-Op, Inc.</i> Faughaner, Maria, <i>New Professions Technical Institute.</i> Gordon, Barry, <i>Miami Dade College</i> Heit, David, <i>Youth Co-Op, Inc.</i> Mitchell, Carlena, <i>Miami-Dade County Public Schools</i> Ortiz, Ofelia, <i>Total International Career Institute</i> Ramallal, Jose, <i>Compu-Med</i> Sanchez, Ophelia, <i>Management Resources, Inc.</i> Sokolowitz, Vicky <i>Avborne</i> Suarez, Sofia, <i>ATC</i> Zuniga, Veronica, <i>Management Resources, Inc.</i>

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Mr. Andy Perez, Committee Chair, called the meeting to order at 8:21 A.M. and introductions were made. Mr. Perez noted that a quorum had not been achieved.

**2. Approval of EDIS Committee Meeting Minutes of December 6, 2007**

The minutes were not approved due to the lack of a quorum.

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

Mr. Beasley introduced the item, and noted that 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. He then directed attention to the attachment which included information regarding the institutions and programs proposed.

Mr. Perez requested, as a Partner of The Academy of South Florida, Inc. that the school's request to add a new program be removed from the list of institutions and programs reflected on the attachment. He noted that a correction must be made to the State by the Academy.

Mr. Margolis asked if the occupations were in demand and Mr. Beasley responded in the affirmative.

Ms. Russo asked why the Nurses Aides and Patient Care Technicians are Temporary Assistance for Needy Families (TANF) only. Mr. Kistner responded that the wage rate under TANF would not be an issue, but under WIA it would become an issue.

Ms. Russo asked why the wage rates are different for the Radiology Technician occupation on the attachment to this item compared to the wage rate on the attachment to the Workforce Estimating Conference item which is next on the agenda. Mr. Kistner responded that the information on the attachment to the Workforce Estimating Conference item is preliminary information for 2008-2009.

Mr. Roth asked why the Dental Lab Technician occupation is to be dropped from the 2008-2009 Targeted Occupations List (TOL). Mr. Kistner explained the reason for the proposed removal. And as of yet no justification information to keep the occupation on the list has been received from the school. Mr. Perez asked that staff contact the school.

Mr. Roth suggested that if an occupation currently on the 2007-2008 TOL, not identified for removal on the 2008-2009 TOL, then SFW should consider it off the list now, as a lame duck.

Mr. Beasley noted that change information to the TOL is due to the State by the 15<sup>th</sup>.

Mr. Margolis asked what would happen if the occupation was not on the list, and Mr. Beasley responded that the person could be enrolled, but SFW would not pay for the training. The participant could find other funds to pay for the training, such as a loan, or a Pell Grant.

Mr. Beasley added that as long as the training began while the occupation was on the TOL, and if later the occupation is no longer on the TOL, the student would be able to continue with SFW.

Mr. Perez noted that information could be received from employers to show that the occupation should remain on the TOL, and the full Board could then request that the occupation remain on the TOL.

Mr. Margolis noted that Career Center providers must meet the wage rate of \$12 per hour and is it viable to have lower paying occupations on the TOL.

Mr. Carlos Manrique noted that the return on our investment must be reviewed in light of a provider requirement of \$12 per hour average wage rate. He suggests that SFW should probably not include any occupations at less than \$11-\$12 per hour.

Mr. Manrique asked if the investment in training is working, and what are the completion rates and job placement rates after training.

Mr. Beasley commented that providers must not "cherry pick" and all customers must be served. The goal is to strive towards occupations that pay \$12 or more per hour. SFW must get jobs for TANF recipients and wages below the \$12 wage-rate must still be included.

Mr. Beasley added that when the final TOL is received, it would be brought back to the Committee.

He added that the completed program review checklists are is included in the agenda as an attachment.

#### **4. Workforce Estimating Conference**

Ken Kistner reported that this second annual Region 23 Workforce Estimating Conference is in response to the release by the State of the Region 23 Preliminary 2008-2009 Targeted Occupations List. The Conference affords the Region the opportunity to request the addition of high-skill/high-wage occupations or other occupations that are important to the Region's or State economy. In addition, it also allows the Region to request the deletion of occupations from the list.

He noted that an occupation must have at least 25 openings a year, a positive growth rate, an entry level wage of \$9.96, and a mean wage of \$12.25. In order to be a high skills/high wages occupation the entry level wage must be \$12.25 and the mean wage \$19.20.

Mr. Kistner reported that eight requests were received to add occupations to the TOL:

- Customer Service Representative
- Major Appliance Technician
- Avionics Technician
- Aircraft Mechanic
- Electrical Powerline Installer
- Producer/Director Program
- Automotive Technicians and Mechanics

Mr. Beasley explained that SFW last year worked very hard to get the Major Appliance Technician occupation back on the TOL, and again it was recommended for deletion.

Mr. Kistner commented that the definition of an opening is very broad.

He also brought to the Committee's attention that some occupations that meet the State criteria but not the Region's criteria may be added to the TOL.

Mr. Beasley noted that the surveys of employers are very important, and the State surveys them as well.

Mr. Roth commented that the data shows the gap between supply and demand for jobs in an area.

Mr. Kistner noted that if the survey is not completed by an employer, then the data is not necessarily complete.

Mr. Manrique added that a past SFW Board Member, Dr. Nora Hernandez-Hendrix considered this process her pet peeve. She and Mr. Beasley worked very hard to try to improve this process.

There was discussion as to the occupational titles and the number of career areas that might be included an occupational title.

Mr. Margolis was of the opinion that airport/transportation jobs were increasing.

Mr. Perez noted that there was consensus of the Committee to submit the information to the State to add the occupations as presented to the TOL.

Mr. Beasley announced that if any information changes the item would be brought to the Board.

[Mr. Manrique left.]

Mr. Kistner presented the request to remove Self Enrichment Teachers that includes such occupations as: Dance Teacher, Tae Kwon Do Instructor, Dive Instructor, etc. from ~~on~~ the TOL.

Mr. Beasley noted that the requested occupations would be submitted for inclusion on the TOL.

#### **5. Employed Worker Training Program (EWTP) Update**

This item was not discussed, as it was an informational item.

Mr. Perez noted that the agenda had been completed, and asked for questions ore comments.

Mr. Beasley briefed the Committee on the *Region 23 State of the Workforce Report* that staff has spent much time preparing. The report includes information on the status of workforce in Miami-Dade and Monroe counties. He added that there is a considerable problem with under education of the population compared to the occupations to be filled.

He added that the un-employment numbers are increasing.

Mr. Perez asked that Ms. Russo and Mr. Roth to put together a breakfast meeting focused on economic development and to include unions, legislators, chambers, and construction.

Mr. Margolis noted that having a breakfast meeting is fine, but the organizations that participate with SFW must be accountable. In addition, realistic goals must be developed for one, two, and three years from now.

The meeting adjourned at 9:55 A.M.



2.C

**SFWIB - Economic Development and Industry Sector Committee**

**February 26, 2009**

**Minutes of SFWIB Economic Development and Industry Sector Committee Meeting June 5, 2008**

South Florida Workforce Investment Board  
Economic Development and Industry  
Sector Committee and Workforce Estimating Conference Meeting  
June 5, 2008, at 8:00 A.M.  
South Florida Workforce Investment Board Headquarters  
7300 Corporate Center Drive, 5th Floor - Conference Room 3

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE	OTHER ATTENDEES
1. Andre “Andy” Perez 2. Thomas Roth 3. Maria Cristina Regueiro 4. Holly Weidman  <b>OTHER SFWIB MEMBERS IN ATTENDANCE</b> Margolis, Edward Manrique, Carlos	5. Joe Chi 6. Bill Diggs 7. Monica Russo 8. Gregg Talbert  <b>SFW STAFF</b> Beasley, Rick Glancy, Anne Kistner, Ken Pierre, Linda	Rodriguez, Maria- <i>Youth Co-Op, Inc.</i>

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Mr. Andy Perez, EDIS Committee Chair, called the meeting to order at 8:20 A.M. and introductions were made. Mr. Perez noted that a quorum had not been achieved.

**2. Approval of EDIS Committee Meeting Minutes of December 6, 2007, and February 7, 2008**

The minutes were not approved due to the lack of a quorum.

**3. Employed Worker Training Program (EWTP) Update**

**3A. 2007/2008 Update**

Executive Director, Rick Beasley, updated the members on the Employed Worker Training Program. He noted that approximately \$300,000 was spent of the \$800,000 that was budgeted. He explained that the funds were held in anticipation of a funding rescission, and to prevent affecting provider contracts. Even with that, more people at a lower cost per rate were trained compared to last year.

The State has since absorbed the full amount of the rescission, which allows us to carry forward funds. It is anticipated that SFW new funding would be reduced by \$4Million.

**3B. 2009/2009 Allocation Discussion**

Mr. Beasley noted the importance of allocating-funds for the EWT program since it helps to raise the region’s wage rates.

Mr. Perez noted that 2,000 employees were trained during a six month period.



Mr. Beasley indicated that if the Beacon Council could decide that certain skill sets are necessary for SFW participants to become job-ready, SFW could then use EWT funds to upgrade those skill sets.

He added that SFW may not use EWT funds for “soft” skills training, but a certification program could be devised at the recommendation of an organization such as the Beacon Council to include necessary skills. This requires written policies by SFW so that providers may be reimbursed for their expenditures.

Ms. Wiedman noted that the Beacon Council was ready to talk about aviation.

Mr. Beasley noted that the service strategy for Monroe County must be revised since EWT is the most beneficial program given their population, and there is a need for training in the “soft” skills.

Ms. Maria Rodriguez noted that there are not many training agents in Monroe County.

Mr. Perez noted that the EWT program has had another benefit because it opened the door for our providers to work with local businesses and corporations and to develop a continuing relationship.

Mr. Roth asked what the guidelines are or should be. Mr. Beasley suggested that the Committee could recommend that a certain percentage of funding could be put into EWT. Mr. Perez asked for a recommendation to take to the Finance Committee.

Mr. Perez noted that EWT is currently funded at 10 percent and asked whether that amount should be maintained, or increased? The Committee could recommend that the policy be for an example, a 10%-15% range of funding, for EWT. Mr. Roth offered that a range of 10%-15% would be a good start.

Mr. Beasley reported that the health, construction, and retail areas are using primarily ITAs. He added that SFW must work with the large local hospitals such as Mercy, and Ms. Regueiro could assist in that effort.

Mr. Perez explained the process for Individual Training Accounts (ITA) and that the applications are reviewed by SFW staff.

Mr. Beasley explained that industry specific certifications could be given for skills determined to be necessary by an association, such as the Beacon Council. Ms. Weidman suggested that a meeting be scheduled on this issue with SFW staff and the 12 staff persons who work with companies for the Beacon Council.

Mr. Beasley noted that SFW would focus on certain industries using the strategic plan as a guideline.

#### **4. Small Business Development Center (SBDC) Update**

Mr. Beasley reviewed the highlights of the DRAFT *Business Needs Assessment of Miami-Dade and Monroe Counties, April 2008* prepared for SFW by Florida’s SBDC Network, State Director’s Office, May 6, 2008.

He added that CAMACOL receives a direct allocation from the state, and is able to fund only half of the cost of providing a home for the SBDC. CAMACOL has asked if SFW could fund the balance. The survey of local small businesses was requested in order to determine the role that SFW might fulfill-

#### **5. State of the Workforce Event Follow-up – Action Plan**

Mr. Beasley thanked board members, Tom Roth, and Andy Perez, for their sponsorship of the event in partnership with Mayor Alvarez. He noted that Holly Weidman was unable to attend as a panelist due to travel problems.

Mr. Beasley noted that a plan of action must be prepared for ways to enhance workforce services within the county. One suggestion from the event was to identify permanent funding streams to prevent a dependency on only state and federal funds. There was also a discussion of ways to generate funding to retain companies in the region.

Mr. Beasley suggested that businesses be assessed 0.5%, and then receive a 0.5% reduction in their tax payment.

Mr. Perez commented that the committee and SFW would begin the process and that it would take some time to get Commission approval. He added that suggestions are requested from this Committee.

Mr. Perez asked whether meetings should be scheduled with industry, Miami-Dade County and the chambers to identify the barriers, and the solutions.

Mr. Perez requested a report on the use of the mobile units including where they have been used and for what events. Mr. Roth asked what services are provided by the mobile units, and Mr. Beasley responded that the mobile units are able to provide full services. Mr. Perez noted that in the event of a company closing and having to lay off staff, the mobile units can go to the company to assist the employees.

Mr. Beasley reported that the meeting of the US Conference of Mayors was to meet in Miami, June 20<sup>th</sup>-24<sup>th</sup>, and asked members for their support.

The meeting adjourned at 9:41 A.M



**2.D**

**SFWIB - Economic Development and Industry Sector Committee**

***February 26, 2009***

**Minutes of SFWIB Economic Development and Industry Sector Committee Meeting  
October 2, 2008**

South Florida Workforce Investment Board  
Economic Development and Industry  
Sector Committee and Workforce Estimating Conference Meeting  
October 2, 2008, at 8:00 A.M.  
South Florida Workforce Investment Board Headquarters  
7300 Corporate Center Drive, 5th Floor - Conference Room 3

<b>COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
1. Andre “Andy” Perez 2. Thomas Roth 3. Maria Cristina Regueiro 4. Monica Russo  <b>OTHER SFWIB MEMBERS IN ATTENDANCE</b> Margolis, Edward	5. Joe Chi 6. Bill Diggs 7. Gregg Talbert 8. Holly Weidman	None  <b>SFW STAFF</b> Garcia, Karla Glancy, Anne Hernandez, Juan Kistner, Ken Parodi, Silvio Pierre, Linda Smith, Marian

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Mr. Andy Perez, Committee Chairperson, called the meeting to order at 8:20 A.M. and introductions were made. Mr. Perez noted that a quorum had not been achieved.

**2. Approval of EDIS Committee Meeting Minutes of December 6, 2007, and February 7, 2008**

The minutes were not approved due to the lack of a quorum.

**3. SDBC Small Business Assessment Report**

Mr. Perez commented that Mr. Jerry Cartwright was not able to present, and added that he requested that Mr. Cartwright, of the Florida Small Business Development Center (SBDC) be invited to attend the meetings of CAMACOL and the Beacon Council.

Mr. Perez added that the item should be forwarded to the full Board.

**4. Employed Worker Training Program (EWTP)**

Mr. Perez reported that the EWT program had been on hold pending the expected funding rescission, but there has been some success. Ms. Maria Cristina Regueiro had some questions, such as:

Did the average wage for the trainee increase after completing the training?  
Was the trainee promoted to a higher paying job after completing the training?  
Is EWT to increase wages of employees, or to subsidize the employers

Mr. Perez noted that the EWT program is to enable employees to move up in their organization/company. Mr. Perez also added that the original wage rate as well as the final wage rate be included on the report. Mr. Roth noted that the EWT program is a subsidy for targeted industries to raise the skill levels of their employees. Mr. Margolis commented that the program is important for career ladder. Ms. Monica Russo asked if more value could be attained. Mr. Perez asked that a column be added to the report of the results/benefit to SFWIB. Mr. Margolis added that the benefits outweigh the concerns.

Mr. Perez commented that how we do business is being revamped to stop wasteful spending regarding the TOL.

Mr. Perez noted that as there is no quorum, the consensus is to move the item to the full Board.

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

There was conversation regarding the TOL. It was noted that the TOL is expected to be received from the State in February, at which time the Estimating Conference could be scheduled. The discussion continued as to the fastest growing occupations, and new legislation regarding paralegals and a new certification requirement.

**7. Individual Training Accounts (ITAs) Report**

Mr. Perez noted that the training providers had many questions, such as the steps taken due to the downturn in the economy; requests for a handout to of the past three (3) years; possibility of setting a cap on funds to be approved for certain occupations; a report of the cost per program.

The training providers will meet again and will consider shorter trainings; not paying for the entire training; and ways to fund the balance of the training.

It was also noted that SFWIB must ensure that the training provided actually benefits, not just that the provider receives payment; and work to reduce the TOL to focus spending wisely; require more accountability by the schools.

It was noted that becoming successful in a few industries could be used as a model to build from and SFWIB must listen to business rather than education.

Concern was expressed that the data in SAMS was not reliable and it was recommended that a monthly reconciliation of trainee status be received from the provider by the 30<sup>th</sup> of each month.

**6. Digital Skills Workgroup**

Mr. Perez noted that this item would be moved to the next meeting.

The meeting adjourned at 9:48 A.M



**2.E**

**SFWIB - Economic Development and Industry Sector Committee**

**February 26, 2009**

**Minutes of SFWIB Economic Development and Industry Sector Committee Meeting  
December 11, 2008**

South Florida Workforce Investment Board  
Economic Development and Industry  
Sector Committee and Workforce Estimating Conference Meeting  
December 11, 2008, at 8:00 A.M.  
South Florida Workforce Investment Board Headquarters  
7300 Corporate Center Drive, 5th Floor - Conference Room 3

<b>COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>COMMITTEE MEMBERS <u>NOT</u> IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
1. Andre “Andy” Perez 2. Joe Chi 3. Maria Cristina Regueiro 4. Thomas Roth	5. Bill Diggs 6. Monica Russo 7. Gregg Talbert 8. Holly Weidman	Batista, Mercedes - ARBOR Machado, Fernando – Management Resources Marino, Nayrbe – AATI Marti, Sergio – Miami-Dade County Public Schools Puente, Pablo – Per Scholas  <b>SFW STAFF</b> Beasley, Rick Glancy, Anne Hernandez, Juan Kistner, Ken

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

Mr. Andy Perez, Committee Chairperson, called the meeting to order at 8:35 A.M. and introductions were made. Mr. Perez noted that a quorum had not been achieved and added that items on this agenda would be forwarded to the full board.

**2. Approval of EDIS Committee Meeting Minutes of December 6, 2007, February 7, 2008, June 5, 2008, and October 2, 2008**

The minutes were not approved due to the lack of a quorum.

Mr. Beasley presented a report on data which is a subcomponent of the workforce report. It graphically illustrates where a sample of the occupations in Region 23 fall within the four quadrants, low pay- low growth; low pay-high growth; high pay-low growth; and high pay-high growth. –

**3. Recommendation as to the Approval of Revised ITA Policy**

Mr. Beasley presented the item. Ken Kistner continued the presentation. A lengthy discussion was held by the Committee members.

There was consensus to forward this item to the full Board.

**4. Recommendation as to the Approval of New Training Agents and New Programs for Approved Training Agents**

Mr. Beasley presented the item. Ken Kistner provided additional information. Ms. Regueiro recommended that staff contact the Department of Education for the status of each training institution, and are placements being made.

The item would be moved to the full Board following staff review. Those institutions with questionable comments would not be included in the item which would go to the full Board.

**5. Discussion - Employed Worker Training Program (EWTP)**

Mr. Beasley presented the item.

**6. Informational - National Emergency Grant**

Mr. Beasley informed the committee on the status of the application for an NEG grant.

The meeting adjourned at 10:15 A.M.



3.

**SFWIB – Economic Development & Industry  
Sector (EDIS) Committee**

***February 26, 2009***

**SFWIB Strategic Planning Discussion**

**Discussion Item**

**BACKGROUND**

SFWIB held its annual Retreat on November 7-8, 2008. The retreat gave members the opportunity to discuss the boards' past accomplishments, priorities, existing strategic work plan and future goals.

At the December 18, 2008, Board meeting, John Metcalf, SFWIB Retreat facilitator provided a presentation on the results of the Board Retreat and highlighted changes made to the SFWIB Strategic Plan.

At its January 6, 2009, meeting, the Executive Committee reviewed and discussed the SFWIB revised Strategic Plan.

The Board Chair would like each Committee to review and take action on the following items and to report back to the Executive Committee:

- To define SFWIB success,
- Develop recommendations on what areas to target and recommendations for the first three actions to be taken, and
- Including non-SFWIB members to work with their committee.



4.

**SFWIB - Economic Development & Industry Sector (EDIS) Committee**

***February 26, 2009***

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

**RECOMMENDATION**

SFWIB staff recommends the approval for the new training vendors and 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 request to become an approved SFWIB Training Vendor, this process requires SFWIB staff to review programmatic and fiscal capabilities for agencies that are not currently approved by SFWIB. 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).

ATI Enterprises, Inc. (ATI Career Training Centers and ATI College of Health), Professional Training Centers, Inc. and Florida Education Institute, Inc. submitted requests to become approved SFWIB Training Vendors. In addition, Everest Institute and South Florida Career Institute, Inc. submitted a request to add new programs to their list of approved offerings.

At the December 11, 2009, EDIS Committee meeting, the members requested SFWIB staff contact the FLDOE/Commission for Independent Education to determine if there are any issues that have a negative impact on each of the identified schools.

To date CIE has advised in writing that Florida Education Institute and Everest Institute is current with all requirements of Rule 6E, Florida Administrative Code.

The attached Table 1 sets forth the reviewed requests and SFWIB staff recommendation.

*Attachment*



# FLORIDA DEPARTMENT OF EDUCATION



## STATE BOARD OF EDUCATION

T. WILLARD FAIR, *Chairman*

### Members

PETER DOULWARE

DR. ANSHAY DESAI

ROBERTO MARTÍNEZ

THOMAS RAULSON

KATHLEEN SHANAHAN

JINDA K. TAYLOR

Dr. Eric J. Smith  
Commissioner of Education

February 12, 2009

Mr. Ken Kistner  
South Florida Workforce  
7300 Corporate Center Drive, Suite 500  
Miami, Florida 33126-1234

Dear Mr. Kistner:

This correspondence is in reference to Everest Institute and Everest University Licensure.

The following institutions are licensed and are current with the requirements of Rule 6E, Florida Administrative Code.

Everest Institute, Miami - #2668  
Everest Institute, Hialeah - #2667  
Everest Institute, Miami - #2666  
Everest Institute, Fort Lauderdale - #2997  
Everest University, Pompano Beach - #2574

I hope this information is helpful and if this office may be of further assistance, please contact Mr. Max Ketterman by e-mail at [Max.Ketterman@fldoe.org](mailto:Max.Ketterman@fldoe.org) or by calling (850) 245-3200

Sincerely,

A handwritten signature in cursive script that reads "Samuel L. Ferguson".

Samuel L. Ferguson

SAMUEL L. FERGUSON  
Executive Director  
Commission for Independent Education

325 W. GAINES STREET • SUITE 1414 • TALLAHASSEE, FL 32399-0400 • (850) 245-3200 • [www.fldoe.org/cie](http://www.fldoe.org/cie)

# FLORIDA DEPARTMENT OF EDUCATION



## STATE BOARD OF EDUCATION

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**Dr. Eric J. Smith**  
**Commissioner of Education**

February 2, 2009

Mr. Ramon Valenti, President  
Florida Education Institute  
5818 SW 8<sup>th</sup> Street  
Miami, Florida 33144

Dear Mr. Valenti:

This letter is in reference to the licensure for Florida Education Institute.

Florida Education Institute has been licensed by the Commission for Independent Education since February of 1995. The institution holds License By Means of Accreditation and is current with all requirements of Rule 6E, Florida Administrative Code and Chapter 1005, Florida Statutes.

Please let the office know if you require additional information regarding Florida Education Institute.

Sincerely,

A handwritten signature in cursive script that reads "Samuel L. Ferguson".

Samuel L. Ferguson

SAMUEL L. FERGUSON  
*Executive Director*  
*Commission for Independent Education*



## COUNCIL ON OCCUPATIONAL EDUCATION

"Assuring Quality and Integrity in Career and Technical Education"

January 29, 2009

Mr. Ramon Valenti, President  
Florida Education Institute  
5818 SW 8<sup>th</sup> Street  
Miami, FL 33144

Dear Mr. Valenti:

Please be advised that Florida Education Institute, 5818 SW 8<sup>th</sup> Street, Miami, FL 33144, is accredited by the Commission of the Council on Occupational Education, and is in good standing with our Commission. Florida Education Institute was accredited in 2001 and will host a reaffirmation team in 2013.

The Council on Occupational Education is a nationally recognized accrediting agency by the U.S. Secretary of Education.

Feel free to contact us if you need further information regarding this matter.

Sincerely,

Sue P. Schooler, Associate Executive Director  
Commission of the Council on Occupational Education

SPS/tc

**Summary of Training Institutions Reviews**

NEW SCHOOL REQUESTS									
Training Institution	Proposed Training Program(s)	Program Length	Total Program Cost	Maximum ITA Amount (Current ITA Structure)	Pell Eligible	2008-2009 TOL			Comments
						Related Occupations	Wage Rate		
							Entry	Mean	
Florida Education Institute	Diploma Program: Medical Assistant	730 Clock Hours (9 months)	\$ 13,025.00	\$ 5,622.00	Yes	Medical Assistants (SOC 319092)	\$ 10.02	\$ 13.21	Programmatic and Due Diligence reviews were conducted. Florida Education Institute met all requirements. SFWIB staff recommends approval
	Diploma Program: Medical Coding & Billing	720 Clock Hours (9 months)	\$ 11,990.00	\$ 4,789.00	Yes	Medical Records & Health Information Technicians (SOC 29207)	\$ 10.00	\$ 14.71	

**NEW PROGRAMS - CURRENT TRAINING VENDORS**

Everest Institute- 3 campuses	A.S. Degree Program: Business Administration	24months	\$ 35,890.00	\$ 8,670.00	Yes	Compensation, Benefits & Jobs Analysis Specialist (SOC 131072)	\$ 16.26	\$ 24.02	Programmatic review was conducted. Everest met the programmatic review requirements. SFWIB staff recommends approval
						Computer & Information Systems Manager (SOC 13021)	\$ 33.04	\$ 48.21	
						Employment, Recruitment & Placement (SOC 131071)	\$ 14.31	\$ 22.26	
						General & Operations Manager (SOC 111021)	\$ 28.63	\$ 54.42	
						Marketing Manager (SOC 112021)	\$ 30.75	\$ 53.97	
						Property Real Estate and Community Association Manager (SOC 119141)	\$ 15.22	\$ 29.82	
						Public Relations Specialist (SOC 273031)	\$ 15.50	\$ 23.73	
						Real Estate Sales Agent (SOC 419022)	\$ 10.13	\$ 24.20	
						Social & Community Services Manager (SOC 119151)	\$ 19.72	\$ 31.29	
	A.S. Degree Program: Criminal Justice	24 months	\$ 35,890.00	\$ 8,400.00	Yes	Correctional Officers and Jailers (SOC 333012)	\$ 14.22	\$ 18.39	
						Police and Sheriff's Patrol Officers (SOC 333051)	\$ 20.57	\$ 28.39	

## SCHOOL PROGRAMMATIC REVIEW CHECKLIST

**Institution Name:** Florida Education Institute (FEI) **New School:**   X   **New Program(s)** \_\_\_\_\_  
**Date:** 08/15/08 **Updated:** 02/18/09

	PROGRAMMATIC REVIEW AREAS	(Yes/No/ N/A)	COMMENTS
1.	School's Licensing Information.	Yes	Florida Education Institute (FEI) is licensed by the FLDPE/Commission for Independent Education by "Means of Accreditation"  Update: CIE Letter dated February 2, 2009 states FEI is licensed and is current with all requirements of Rule 6E, Florida Administrative Code.
	Accreditation Information, if applicable.	Yes	Accredited by the by the Commission of the Council on Occupational Education (COE).  Update: COE Letter dated January 29, 2009 states FEI is in good standing with COE.
2.	School's enrollment information.	Yes	FEI's enrollment as on 8/15/08 was 228 students (both day & evening). As of October 16, 2008 the total enrollment was 253 students (day and evening)
3.	Training Program/Design – Per training program.	Yes	<u>Proposed Programs:</u> Diploma Programs: Medical Assistant – 730 clock hours – 9 months Medical Coding & Billing – 720 clock hours – 9 months
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. Affiliation Agreements in place for required programs.
5.	Instructional staffing.	Yes	Resumes, CIE Instructional and Administrative Personnel Forms were provided for instructional staff.
6.	Facility.	Yes	Florida Education Institute (FEI) is located at 5818 SW 8 <sup>th</sup> Street, Miami, FL, in approximately 7,200 square feet of space (offices, classrooms, labs, library) the school has 7 rooms dedicated for training (2 – general classrooms, 2 labs (1 Computer Lab, 1 Massage Therapy Lab) and 3 Combination Class/labs (1-Medical Assistant, 1-Pharmacay, 1 Patient Care).
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	<ul style="list-style-type: none"> <li>• FEI's provided. FDOE/CIE Annual Completion, Placement and Licensing performance information on the various programs for the period:</li> <li>• July 1, 2007 – June 30, 2008 – Placement rate for all programs reported was 78.5%</li> <li>• July 1 2006 – June 30, 2007 - Placement rate for all programs reported was 80.77%</li> <li>• July 1, 2005 – June 30, 2006 - Placement rate for all programs reported was 81.08%</li> </ul> Medical Assistant: 77.78% as of June 30, 2008 Medical Billing & Coding: 70.2% as of June 30, 2008.
9.	Staff job development/placement information.	Yes	Resumes provided for the staff responsible for placement assistance.

	PROGRAMMATIC REVIEW AREAS	(Yes/No/ N/A)	COMMENTS
10.	Additional staffing capabilities, i.e. counseling, case management, etc.	Yes	Resumes of other staff provided.
11.	Cost data per training program.	Yes	FEI's Total Program cost: <b>Diploma Programs</b> 1. Medical Assistant = \$13,025.00 2. Medical Coding & Billing = \$11,990.00
12.	Financial Aid Information.	Yes	FEI is a Title IV eligible school. The School participates in the Federal Pell Grant Program, Federal Supplemental Education Opportunity Grant. In addition FEI participates in the following loan programs: Federal Subsidized FFEL/Direct Loan, Federal Unsubsidized FFEL/Direct Loan Programs, and Federal PLUS Loan Program  FEI's default rate was: 2006 (0.0%), 2005 (0.0%) and 2004 (0.0%)

## SCHOOL PROGRAMMATIC REVIEW CHECKLIST

**Institution Name:** Everest Institute – 3 campuses

**New School** \_\_\_\_ **New Program(s)** XX

**Date:** 10/29/08 **Update:** 02/18/09

	PROGRAMMATIC REVIEW AREAS	(Yes/No /N/A)	COMMENTS
1.	School's Licensing Information.	Yes	Everest Institute three campuses in Miami-Dade County are licensed by the State of Florida/DOE/Commission for Independent Education (CIE).  Update: CIE Letter dated February 12, 2009 states Everest is licensed and is current with all requirements of Rule 6E, Florida Administrative Code.
	Accreditation Information, if applicable.	Yes	Everest Institute three campuses are accredited Institutionally by Accrediting Bureau of Health Education Schools (ABES) and the Accrediting Council of Independent Colleges and Schools (ACICS) In addition; Everest Institute Kendall campus is accredited by the Commission on Accreditation of Allied Health Education – Programmatic Accreditation for Surgical Technology.
2.	School's enrollment information.	Yes	Everest's total enrollment as of 12/5/08 was 2533 (both day & evening) for all locations in Miami-Dade County. Enrollment by locations is as follows:  1. Everest Institute, Hialeah Campus – 973 students 2. Everest Institute , North Miami campus - 840 students 3. Everest Institute ,Kendall campus – 715 students
3.	Training Program/Design – Per training program.	Yes	<b>A.S. Degree Program:</b> 1. Business Administration (CIP 0506040102) - 24 months 2.Criminal Justice (CIP 0743010300)- 24 months
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	Everest Institute, Hialeah campus located at 530 W. 49 <sup>th</sup> Street, Hialeah, FL occupies approximately 40, 000 sq ft of space and includes 16 Classrooms and 9 labs. Everest Institute, Kendall campus located at 9020 SW 137 <sup>th</sup> Avenue, Miami, FL occupies approximately 26,000 sq ft of space and includes 17 classrooms and 10 labs. Everest Institute, North Miami campus located at 111 NW 183 <sup>rd</sup> Street, 2 <sup>nd</sup> Floor, Miami, FL 9020 SW 137 <sup>th</sup> Avenue, Miami, FL occupies approximately 20, 500 sq ft of space and includes 9 classrooms and 7 labs. This campus is currently in a build out in another building to add approximately 25,000 sq feet of additional space.
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	Provided Annual Reports for 2006-2007 and July 1, 2007 – June 30, 2008 required by ABHES. Performance varies from campus to campus and by the programs offered. The placement rate for all programs: reported was 89% with a 72.5% training related placement rate.
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	Everest's Total Program cost: A.S. Degree Program: 1. Business Administration: \$35,890.00 2. Criminal Justice: \$35,890.00
12.	Financial Aid Information.	Yes	Everest Institute's three campuses are Title IV eligible schools. The School participates in the Federal Pell Grant Program and the Federal Supplemental Educational Opportunity Grant (FSEOG). The schools participate in as well Federal Perkins Loans, Federal Stafford Subsidized Federal Stafford Unsubsidized Loans, Federal Parent Loan for Undergraduate Students (PLUS) and the Florida's Bright Futures Scholarships. Everest's default rate varies from campus to campus. 1. Hialeah and North Miami's final default rate in FY 2005 was 4.5%. In FY 2006 the default rate was 13.0%. 2. Kendall's final default rate in FY 2005 was 4.0%. In FY 2006 the default rate was 136%.





5.

**SFWIB – Economic Development & Industry  
Sector (EDIS) Committee**

***February 26, 2009***

**Small Business Development Center (SBDC)  
Business Report**

**Informational Item**

The Board at its December 13, 2007, meeting approved an allocation to fund a Region 23 Small Business Needs Assessment by the Florida Small Business Development Center (SBDC).

The Florida Small Business Development Center (SBDC) Network is a statewide partnership between higher education and economic development organizations dedicated to providing emerging and established business owners with assistance enabling overall growth and increased profitability that contributes to the economic prosperity of the state.

Attached for the Committee's members review is the Region 23 Small Business Needs Assessment Report. Mr. Jerry Cartwright will provide a presentation on the Report.

*Attachment*



# Region 23 Small Business Needs Assessment Report

*April 2008*

Prepared for  
Rick Beasley, Executive Director  
South Florida Workforce Investment Board  
Miami, Florida

Florida SBDC Network  
State Director's Office  
May 6, 2008

*The Premier Source for Business Assistance in Florida*

## Introduction

The Florida Small Business Development Center Network represented by State Director Jerry Cartwright and the South Florida Workforce Board Executive Director Rick Beasley originally met in August 2007 to discuss the potential synergy of two organizations in bring greater entrepreneurial and small business technical assistance to an expanded level throughout all of Miami-Dade and Monroe Counties.

Discussions and meetings subsequent to that were held in October with the Board's Economic Development and Industry Focus Committee, Board Meeting in December 2007 and strategy meeting in January 2008, focused upon two areas. First, a broader partnership of organizations to collaborate on small business assistance and second, the development of a business needs assessment to determine areas of critical need in reformulating a two-county SBDC program and services. Additionally, results of the needs assessment survey would be used in preparing a partnership strategy and commitment to host a new Regional SBDC program with identified outreach centers throughout the two county area. South Florida Workforce Board passed a funding commitment in December 2007 to move forward with a business needs assessment.

A small group of Workforce Board staff, area economic development partners and the FSBDC leadership met in Miami to discuss a needs assessment tool and timeline necessary to complete the project. The time table and needs assessment tool are located on Pages 4-9.

The needs assessment was developed through Survey Monkey and distributed to South Florida Workforce, Miami-Dade Chamber, Doral Business Council and the Key Largo Chamber. Each member provided its membership and other affiliated partners with a Press Release develop by the FSBDC and an Internet link to the Survey. Additionally, local partners were asked to distribute paper copies of the survey and to conduct local roundtable events to discuss small business and other economic development issues that would facilitate the overall re-establishment of the SBDC program. Statistical data related to this information is identified on Page 11.

The business needs assessment and Press Release was issued on March 26<sup>th</sup> to all partners as well as to local media outlets by the FSBDC. Coded web site links were also provided to local partners. Originally scheduled to end on April 14<sup>th</sup> the survey was extended twice and became inactive on April 25, 2008.

The results and analysis of that survey, historical SBDC trends and current Miami-Dade and Monroe County business statistics follow.

Funding for this study and report was provided by the South Florida Workforce Investment Board Miami, Florida.

## Miami-Dade and Monroe County Partners



Florida Small Business Development Center Network  
State Director's Office  
Pensacola, Florida

South Florida Workforce Board  
Miami, Florida

Miami-Dade Chamber of Commerce  
Miami, Florida

Key Largo Chamber of Commerce  
Key Largo, Florida

CAMACOL  
Latin Chamber of Commerce of USA  
Miami, Florida

Doral Business Council  
Doral, Florida

## Needs Assessment Timeline

### Small Business Development Center Proposed Survey Schedule

<b>Activity</b>	<b>Not Later Than Date</b>
1. Primary Chamber Contact mailing information to Ken Kistner, SFWIB	<b>February 8, 2008</b>
2. Primary Chamber contact mailing information forwarded to Jerry Cartwright, Small Business Development Center	<b>February 12, 2008</b>
3. Previous survey form forwarded to the contact persons for comment	<b>February 14 -15, 2008</b>
4. Previous survey form comments and suggested modifications returned to Jerry Cartwright.	<b>February 29, 2008</b>
5. Jerry Cartwright emails modified survey along with a facilitators guide for final review.	<b>March 14, 2008</b>
6. Final OK from organizations to Jerry Cartwright	<b>March 17, 2008</b>
7. Final Survey Instrument and link to "survey monkey" forwarded to all contact persons.	<b>March 17, 2008</b>
8. Survey Instrument Period (includes roundtables, etc)	<b>March 18 – April 14, 2008</b>
9. Report Drafted	<b>April 14 – 30, 2008</b>
10. Final Report to SFWIB Executive Director	<b>May 1, 2008</b>

# Survey Tool

## Miami/Dade Monroe Business Needs Assessment

### 1. Welcome Page

You have been selected to participate in a small business survey as part of an economic needs assessment being conducted by the Florida Small Business Development Center Network and our partners in the South Florida region for use in developing a new Regional SBDC program that will develop and implement entrepreneurial and small business assistance based around the results of your participation. This will also provide all the partners with local economic research and regional profiles that will in turn benefit you and your business.

The survey will take less than 5 minutes to complete and we appreciate the time you take to complete the survey and ask you to complete it as fully as possible. The results are confidential and will not be available for review by the general public. However, the results will allow all of us to build the right kind of small business support that will assist new and existing businesses to continue to start, grow and thrive in South Florida. Thank you.

**1. Please rate your satisfaction level with community services - 1 indicates that you are very dissatisfied while 5 indicates that you are very satisfied with the service.**

	5 Very Satisfied	4 Satisfied	3 Neutral	2 Dissatisfied	1 Very Dissatisfied
Utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Police Protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telecommunications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency medical Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public School System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Air Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Licenses/Permits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**2. What is the single most important action that government (local or otherwise) can take to improve the business climate?**

### 2. South Florida Business Climate

**3. Evaluate South Florida as a place to do business.**

☐ Excellent

☐ Good

☐ Fair

☐ Poor

## Miami/Dade Monroe Business Needs Assessment

**4. What do you believe is South Florida's greatest strength as a place to do business?**

**5. What do you believe is South Florida's greatest weakness as a place to do business?**

### 3. Your Business

#### 6. Business Type

- |   |  |
|---|--|
| <input type="radio"/> Manufacturing             | <input type="radio"/> Retail             |
| <input type="radio"/> Construction              | <input type="radio"/> Agribusiness       |
| <input type="radio"/> Distribution              | <input type="radio"/> Wholesale          |
| <input type="radio"/> Service (List Type Below) | <input type="radio"/> Banking/Finance/RE |
| <input type="radio"/> Transportation            | <input type="radio"/> Health Care        |

Other (please specify)

#### 7. What are your annual sales?

- |   |  |
|---|--|
| <input type="radio"/> Less than \$50,000      | <input type="radio"/> \$1 Million - \$5 Million  |
| <input type="radio"/> \$50,000 - \$100,000    | <input type="radio"/> \$5 Million - \$25 Million |
| <input type="radio"/> \$100,000 - \$500,000   | <input type="radio"/> More than \$25 Million     |
| <input type="radio"/> \$500,000 - \$1 Million |  |

#### 8. What has been your sales performance over the past year?

- ☐ Increased                      ☐ Stayed The Same                      ☐ Decreased

#### 9. What geographic markets do you serve?

- |  |   |
|--|---|
| <input type="radio"/> Miami/Dade and Monroe Counties | <input type="radio"/> Southeast             |
| <input type="radio"/> South Florida                  | <input type="radio"/> US Markets            |
| <input type="radio"/> Florida                        | <input type="radio"/> International Markets |

#### 10. Do you currently export your product?

- ☐ Yes                      ☐ No

## Miami/Dade Monroe Business Needs Assessment

### 11. If Yes, do you export ...

	Yes	No
Out of South Florida?	<input type="checkbox"/>	<input type="checkbox"/>
Out of the State?	<input type="checkbox"/>	<input type="checkbox"/>
Out of the US?	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>	

### 12. Do you currently import your product or materials?

☐ Yes ☐ No

### 13. If Yes, do you import ...

	Yes	No
Out of South Florida?	<input type="checkbox"/>	<input type="checkbox"/>
Out of the State?	<input type="checkbox"/>	<input type="checkbox"/>
Out of the US?	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>	

### 14. What is the size of your facility?

☐ Less than 5000 sq ft
 ☐ 10,000 - 30,000 sq ft  
☐ 5,000 - 10,000 sq ft
 ☐ Greater than 30,000 sq ft

### 15. Please describe your facility.

☐ Home Business
 ☐ Commercial Park  
☐ Office Space
 ☐ Separate Building

Other (please specify)

### 16. What changes do you anticipate in your business over the next year?

☐ Expand Facilities
 ☐ Reduce Employees  
☐ Relocate Facility
 ☐ Change Technology  
☐ Reduce Facilities
 ☐ New/Expanded Product Line  
☐ Add Employees
 ☐ Reduce Product Line

Other (please specify)

## 4. Labor Force



## Miami/Dade Monroe Business Needs Assessment

### 17. How many individuals do you employ in your business?

- ☐ 1 - 3
 ☐ 4 - 10
 ☐ 11 - 50
 ☐ 51 - 99
 ☐ 100 +

### 18. Indicate the percent of your labor force by category.

Unskilled Labor	<input type="text"/>
Skilled labor	<input type="text"/>
Technical	<input type="text"/>
Professional	<input type="text"/>
Management	<input type="text"/>

### 19. How has your employment level changed over the past year?

- ☐ Increased
 ☐ Stayed The Same
 ☐ Decreased

Other (please specify)

### 20. Do you have problems in recruiting or retaining employees?

	Yes	No
Unskilled Labor	<input type="checkbox"/>	<input type="checkbox"/>
Skilled Labor	<input type="checkbox"/>	<input type="checkbox"/>
Technical	<input type="checkbox"/>	<input type="checkbox"/>
Professional	<input type="checkbox"/>	<input type="checkbox"/>
Management	<input type="checkbox"/>	<input type="checkbox"/>

### 21. What employee recruiting sources do you use?

- |  |  |
|--|--|
| <input type="checkbox"/> Newspaper               | <input type="checkbox"/> Other Employees       |
| <input type="checkbox"/> Internet                | <input type="checkbox"/> Job Training Programs |
| <input type="checkbox"/> Word of Mouth           | <input type="checkbox"/> Universities          |
| <input type="checkbox"/> Temporary Agency        | <input type="checkbox"/> Community Colleges    |
| <input type="checkbox"/> Job Services of Florida | <input type="checkbox"/> Vo-Tech Schools       |
| <input type="checkbox"/> South Florida Workforce |  |

Other (please specify)

## Miami/Dade Monroe Business Needs Assessment

### 22. What local training programs do you use?

☐ Business & Industry Services

☐ Vo-Tech Schools

☐ Job Training Programs

☐ High School Programs

☐ Universities

☐ Other Private Training

☐ Community Colleges

Other (please specify)

### 5. Contact Information

All personal information is optional and confidential.

#### 23. Company Name

#### 24. Address

#### \* 25. City (required field for demographic comparison)

#### \* 26. County (required field for demographic comparison)

#### 27. Phone Number

#### 28. FAX Number

#### 29. Owner/Principal

#### 30. Product/Service

**31. We will be conducting personal interviews with several of the companies responding to the survey. Would you agree to be interviewed as part of this assessment? If yes, please enter the contact person's name and phone number below.**

☐ Yes

☐ No

Other (please specify)

Thank you for taking the time to respond to this survey. Your participation is greatly appreciated!

## Press Release

*The Premier Source for Business Assistance*

# Press Release



Release Date: April 1, 2008

Contact: Dianne Barlar, Marketing Director (850.473.7809 or [dbarlar@uwf.edu](mailto:dbarlar@uwf.edu))

### FOR IMMEDIATE RELEASE

## Business Needs Assessed to Help Develop South Florida Small Business Development Center

**Pensacola, FL:** Small business owners and managers in Miami-Dade and Monroe Counties have a two-week opportunity to help shape a new Regional Small Business Development Center and outreach offices that will provide educational training and technical assistance services in the region. An internet-based survey is now available to respond for that purpose. Businesses must log on at [www.surveymonkey.com/s.aspx?sm=\\_2btly2ml8AoWsMEd7NWVWuA\\_3d\\_3d](http://www.surveymonkey.com/s.aspx?sm=_2btly2ml8AoWsMEd7NWVWuA_3d_3d) and complete the survey by April 14. The survey takes less than five minutes to complete. Businesses may also attend local roundtable discussions regarding needs in the region hosted by one of the partnering organizations committed to help establish the new regional SBDC program.

South Florida Workforce; Miami-Dade Chamber of Commerce; Key Largo Chamber of Commerce; CAMACOL, the Latin Chamber of Commerce; and the Doral Business Council are partnering with the Florida SBDC Network to make the survey available, as well as build the new regional program. Funding and information relative to South Florida needs developed by these organizations will ensure that the new South Florida SBDC is designed to meet the needs of the region which is scheduled for official start up on January 1, 2009.

Florida SBDCs cover the state with an infrastructure designed to meet small business needs. Core services consist of free and confidential one-on-one counseling, business education training in every aspect and function of business management, and information for better decision making. Special technical assistance programs such as government contracting through the Procurement Technical Assistance Centers teaches businesses how to do business with local, state and federal governments.

Florida's SBDC program is funded under a cooperative agreement with the U.S. Small Business Administration. More information on the Florida SBDC Network may be obtained from [www.FloridaSBDC.org](http://www.FloridaSBDC.org) or by calling 1.866.737.7232.

*The Florida Small Business Development Center Network is a statewide partnership between higher education and economic development organizations dedicated to providing emerging and established business owners with assistance enabling overall growth and increased profitability that contributes to the economic prosperity of the state.*

State Director's Office  
401 E Chase Street, Suite 100  
Pensacola, FL 32502  
1.866.737.7232 or 850.473.7800  
[fsbdc@uwf.edu](mailto:fsbdc@uwf.edu)  
[www.FloridaSBDC.org](http://www.FloridaSBDC.org)

#### Statewide Advisory Board

Chair:  
Michael J. Donnelly, CA  
Beacon Management - Mgmt. Consultants

Vice Chair:  
Judith E. Dacey, CPA  
J.D. Sumter & Associates, Inc.

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State Director:  
Jerry Cartwright, Florida SBDC Network

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Beasley & Associates

Bryan Desloge, Owner, Desloge Home  
Oxygen & Medical Equipment

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David L. Hurley, President  
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Thomas L. Keon, Dean, College of  
Business Administration, UCF

Todd G. Kocourek, President/CEO  
Florida First Capital Finance Corporation

Louis E. Laubscher, Senior Director  
Capital Development, Enterprise Florida

Ed Linsenmeyer, Manager, Res & Tech  
Applications, Coastal Systems Station

Dan Regelski, Director, SBDC at FGCU

Kevin Williams, Vice Pres., FBBIB, Inc.

Ex-Officio Members:  
Jeff Atwater, Florida Senate

Tom Gallman, SBDC Project Officer  
US SBA, South Florida District Office

Bob Cordes, Economic Development  
Manager, Gulf Power

Bill Herrie, Executive Director  
National Federation of Independent  
Businesses, Florida

Frank Ryll, President  
Florida Chamber of Commerce

Thomas Stahl, Executive Director  
Florida United Business Association

Executive Director, Florida Economic  
Development Council

## Miami-Dade & Monroe Business Needs Assessment

### Responses

**Note:** The total number of respondents to the on-line survey was 160 while the total number completing the survey was 122. The respondents were also filtered to include only the 91 indicating that they lived in the Miami-Dade and Monroe County area. The following results are the responses of that sub-group.

No paper surveys were returned to the FSBDC State Director's Office by any participating partners nor was any local roundtable discussions identified during the surveying timeline.

## Complete Survey Question Responses

1. Please rate your satisfaction level with community services - 1 indicates that you are very dissatisfied while 5 indicates that you are very satisfied with the service.						
	5 Very Satisfied	4 Satisfied	3 Neutral	2 Dissatisfied	1 Very Dissatisfied	Response Count
Utilities	22.2% (20)	40.0% (36)	27.8% (25)	14.4% (13)	2.2% (2)	90
Public Transportation	7.8% (7)	8.9% (8)	34.4% (31)	30.0% (27)	24.4% (22)	90
Police Protection	17.6% (16)	37.4% (34)	40.7% (37)	7.7% (7)	1.1% (1)	91
Fire protection	25.6% (23)	46.7% (42)	30.0% (27)	1.1% (1)	1.1% (1)	90
Telecommunications	13.3% (12)	36.7% (33)	31.1% (28)	17.8% (16)	5.6% (5)	90
Roads	6.7% (6)	31.1% (28)	21.1% (19)	35.6% (32)	10.0% (9)	90
Job Training	4.5% (4)	12.5% (11)	52.3% (46)	26.1% (23)	9.1% (8)	88
Emergency medical Service	20.0% (18)	38.9% (35)	33.3% (30)	5.6% (5)	6.7% (6)	90
Public School System	15.7% (14)	20.2% (18)	37.1% (33)	22.5% (20)	9.0% (8)	89
Air Service	7.9% (7)	18.0% (16)	53.9% (48)	18.0% (16)	7.9% (7)	89
Licenses/Permits	5.6% (5)	20.2% (18)	34.8% (31)	25.8% (23)	18.0% (16)	89
Other (please specify)						8
answered question						91
skipped question						0

### Question #1 – Open-Ended Responses

1. TEAM METRO VERY HELPFUL AND ON TIME.
2. Utilities Clarification: Electric - (5) VERY SATISFIED Water/Sewer - (1.5) VERY DISSATISFIED
3. The amount of bureaucracy and steps to open as small business is a shame.
4. Environmental protection on a small scale for example a next door carpentry show that sprays without a booth is not enforced in Dade.
5. Too much crap to go through to get permits.
6. Key Largo has no community character; zoning controls building, with no thought to overall effect.
7. Too much police presents; Horrible permitting situation; Too many restrictions and rules.
8. Permitting often takes an unconscionable amount of time to complete, adding to costs of many projects and programs.

2. What is the single most important action that government (local or otherwise) can take to improve the business climate?	
	Response Count
	71
<i>answered question</i>	71
<i>skipped question</i>	20

### Question #2 – Open-Ended Responses

1. relax permitting restrictions: highway signage, parking issues, vegetation barriers that hide your business from the highway,
2. GRANTS FOR SMALL BUSINESS AND LOANS AT A SPECIAL SPECIAL RATE TO HELP THE TRULY COMMITTED SMALL BUSINESS OWNERS.
3. Better communication on legislation which may impact local businesses.
4. Offer more grants to business owners with home offices. Offer more grants to small businesses in general. Make the procurement process more efficient and available to new business owners who do not understand the system.
5. To provide job training programs.
6. Invest in infrastructure
7. Make it easier for new businesses to open. Media should promote the positive aspects in their stories (i.e.: more accurate weather reporting during hurricane season.)
8. Give small business a greater chance at starting up. Lots of people have good ideas to create jobs and help people in need, but it's just an idea, because they can't get the help to start up.
9. grants for small business
10. Better Education for youth and adult to attract large corporations to move down to Florida. More and more
11. Lower the property taxes. Run government more efficiently, requiring less funding.
12. Representation of each area of the keys is vital. i.e. what's good for Key West may not be good for Key Largo.
13. Regulate the cost of fuel.
14. To offer more training classes and one on one assistance on how businesses process information within the government sector.
15. Improve transportation - stop the expansion of highways for cars and focus on public transport embedded into the highway system such as express bus only lanes or light rail down the major corridors (I-95/826/836) would be a good start. Force telecoms (especially ATT and Comcast) to improve their services - reliability and customer service foremost. Small Business is very dependent on the Internet and telephone to be successful and all too often have their productivity affected by poor management by the telecom companies. Consistent building code rules and quick inspection for small offices doing build out or modifications. It varies wildly at

- the municipal level from good to horrible.
16. lower gas price
  17. First and foremost is the level of customer services: the demeanors of those who communicate with the public vary from very positive to very rude. Some people tend to stereotype, some people seem to not like what they do others just do not have the information needed to be helpful.
  18. granted contract to local small business
  19. Make business grants easier to get.
  20. reach out to small businesses and keep them informed of public offerings
  21. Give more grants; offer more training; require less licensing - and by that I don't mean qualifying licensing... I mean the purposeless licenses that only serve the purpose of taking more money from citizens that are simply trying to make a living.
  22. roads
  23. Give new businesses info on grants, and classes.
  24. RESTORE MICROENTERPRISE FUNDING.
  25. My business's opening was delayed because of the excessive and unbelievable amount of time it took to get my permits and licenses. This system needs to be improved dramatically.
  26. Education and Financing
  27. Upgrade digital infrastructure
  28. Beautify our U.S. 1 rights of way and enhance and maintain better our multi-purpose paths on both north- and southbound sides
  29. Ease of permitting
  30. Be honest with citizens and treat all fairly.
  31. Business owners must feel that government sectors fully support their inception and continued development. This kind of support can not be shown in a single action, but must be developed gradually through continued resources and incentives which add value to efforts of various business owners.
  32. Clean up ...Duval both streets and store windows. Clean up the Beaches ...improve the sidewalks, benches, trash cans ...public spaces.
  33. Reduction in windstorm, insurance. Also, complete the sewer project at a reasonable cost.
  34. Government needs to control its costs the way business owners control theirs.
  35. Much more support for star-up business to get grants.
  36. Remind people within a community to support local business first
  37. Try to get lower priced motels and hotels
  38. make sure that it is fair to all and not a selective few
  39. Get out of the way.
  40. Recognizing the industry as a whole and supporting it instead of killing it. Employee housing!
  41. Provide capital and Mentor Protégé for small businesses to get "hands on" technical assistance.
  42. Make Key West CLEAN and WELCOMING;

43. Keep an eye on the insurance rates, most especially the windstorm issue.
44. Tax Relief and affordable housing
45. Grade/advance license/permit bureaucrats by merit, not tenure.
46. The licensing and Code Compliance should be the same regardless of who owns the business, where in town the business is located and not based on who knows who.
47. Somehow help small businesses with operating expenses to allow them to pay a real living wage
48. Only about 1/3 of the air services leave on time and are glossy expensive
49. provide for a "specially defined business license" to be given to activities conducting business thru the use of their computers located in their residence, zoned residential
50. Stop corruption within local government
51. Ease the process involved in starting up a small business.
52. Listen to the consumer.
53. Tax breaks for small businesses (especially real estate), programs offering medical plans for small businesses
54. Crack down on crazy drivers. Esp. on RT 95. It is always backed up and very dangerous. I was in two accidents within 6 months. The second was server. There is no need for business to consider the road risks when doing business - It should be SAFE!
55. provide (start-up) financial assistance through grants, etc. through public-private joint effort, especially for technology based companies
56. Taxes and insurance reevaluation.
57. Making the processes more user friendly, reducing costs, and providing more help.
58. Better communicate and educate the public on what is available.
59. Don't Know
60. listen to the needs of the businesses and the TDC MEMBERS
61. lower property taxes so the housing market will improve
62. Help small business/less red tape.
63. Reduce personal favoritism...
64. Streamline the permitting processes. Change the way it assesses business property, from "highest and best use" to "current use." Put a cap on commercial property taxes, like we have for homesteaded property.
65. Promote KEY LARGO, to hell with Key West!
66. Assure that windstorm insurance is kept within reasonable bounds; don't get hoodwinked by the insurance companies.
67. Respond like entrepreneurs not bureaucrats. It took two months to get a home occupational license. They changed the price between when I started the application and finished and I had to call to follow up several times. If it were a business run on sales they would have had it done in a week and then called me to follow up and make sure everything was okay.
68. Help lower the cost of vacationing in the area



69. Simplify permitting process and hire more staff for the building department that can work on permits instead of red flagging businesses.
  70. Lower Taxes
  71. Change the property assessment rules to "current use" instead of "highest and best use," which leads to very high property taxes for mom-and-pop waterfront businesses struggling to survive.
- 

3. Evaluate South Florida as a place to do business.			
		Response Percent	Response Count
Excellent		13.3%	12
Good		47.8%	43
Fair		31.1%	28
Poor		7.8%	7
answered question			90
skipped question			1

4. What do you believe is South Florida's greatest strength as a place to do business?	
	Response Count
	84
answered question	84
skipped question	7

#### Question #4 – Open-Ended Responses

1. LOCATION, FOR EUROPEANS IS A FAMILIAR SPOT AND FOR LATIN AMERICAS ALMOST A SECOND HOME. VERY GOOD PLACED STRATEGICALLY
2. Proximity to Latin America, good climate year round
3. Beautiful weather year round which attracts diverse tourists to the beauty of the sea.
4. Diversity.
5. Climate
6. Weather & tourism
7. The geography of the Keys and the unique-ness of the area will always be an attraction to tourists.
8. no comment

9. International workforce
10. Gateway between the United States-Central/South Americas/Caribbean
11. training
12. The climate.
13. Diversity
14. no, too many competition
15. Diversity
16. The diversity and cultural climate
17. Except for hurricanes the fair weather makes for good year round productivity. Relatively low overall taxation from small/home business perspective. Diverse community with strong ties to LATAM helps it weather major economic downturns better than most other areas.
18. foreigner investors, tourism
19. I do not see strength in terms of South Florida. The businesses that develop are because of the individual who would like to start a business despite the difficulties they may face.
20. weather
21. the weather
22. location
23. The diversity of people. It is easy to get customers.
24. It's diversity.
25. the diversified cultures and people
26. The city's diversity and gateway to South America
27. The many cultures that we have bring something new to the table.
28. THE WEATHER AND THE PROXIMITY TO SOUTH AMERICAN COUNTRIES. ALSO THE DIFFERENCES IN POPULATION.
29. A lot of tourism
30. Geographic location - bilingual - Inhabitants from many countries of origin
31. Can't really think of anything.
32. unbelievably good climate, beauty and laidback lifestyle
33. Highways
34. Tourism. Lots of exposure.
35. Diversity
36. South Florida has a great deal of untapped potential in land and people: despite the recent residential housing boom, there is still a great deal of commercial space and I believe many young residents are eager for training opportunities. It is also a good area to base operations for a leap into International markets, especially Latin America. If you have a successful product or service, South Florida is an excellent area to expand.
37. Weather - tourism
38. Diversity
39. Tourists
40. Climate
41. South Florida should be also a hub for South America region. For new European and Asian companies they are looking to invest in Emerging Markets. P. Brady
42. No tax on services
43. The water activities

44. Warm climate and wonderful people.
45. Weather - attractiveness of location itself.
46. Weather
47. Weather
48. Desirable weather
49. Our beautiful weather
50. Location, weather
51. international appeal
52. The diversity of clientele and the weather.
53. Climate
54. weather
55. Friendly people
56. climate , nice weather
57. environment, weather
58. Diversity
59. Tourism
60. Weather
61. The weather
62. Diversity in the population.
63. People have been very willing to sample my product. People tend to give you a chance.
64. climate
65. tourist area
66. International gateway to the World.
67. The international location, and diversity of it's people
68. Pleasing environment for workers
69. Nice place to live, connection point between US , Latin America , Europe and Asia
70. What we have to offer as beauty, peace, and a good people base who care for one another. Of course I am speaking of my Home Town of Key Largo, only. My little little piece of Paradise that has been my permanent home since 1991. Also my place of Business since April 2005. Having acquired Sunshine Printing as my Company in an effort to continue to serve the great folks who have been doing business with Sunshine for many years. We have been serving the Florida Since 1984. Thank each and every one of our good and loyal customers.
71. climate
72. weather
73. climate
74. test
75. climate
76. Climate, access to international transportation, culture, coral reef
77. weather
78. Our wonderfully warm weather.
79. It's a great place to live.
80. Ethnic diversity
81. tourism

82. The climate - There are always new people to serve
  83. Location and climate
  84. Climate, access to major international airports, wonderful cultural/natural assets
- 




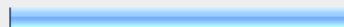




5. What do you believe is South Florida's greatest weakness as a place to do business?	
	Response Count
	84
answered question	84
skipped question	7

#### Question #5 – Open-Ended Responses

1. lack of workforce housing
2. THE EXPECTATION AMONGST LOCALS THAT ALL BUSINESS SHOULD BE DONE AT NO-FRILLS PRICES WITH EXPENSIVE TASTE RESULTS
3. too much bureaucracy at all levels of government
4. Lack of foresight in regard to the impact on the environment. Community and regional leadership should be more invested in creating a "greener" community.
5. Cronyism. Spanish as the first language. Not offering a lot of business assistance for service oriented business. South Florida mainly caters to product oriented businesses.
6. Congestion
7. Wages versus cost of living
8. Cost of living for staff, gas prices, language barrier.
9. no comment
10. cost of living
11. Its workforce. South Florida lacks skilled workforce in the sciences/mathematics and technology. There is a large digital divide within South Florida which will only increase as much as the demand of technology changes.
12. transportation system
13. Transportation (and crime in Miami Dade).
14. questionable government leadership
15. everybody is trying to get there foot in the door, especially with the economic being so bad
16. The need to be bilingual
17. The cultural climate
18. It's vulnerability to hurricanes - especially the poor and easily damaged infrastructure for power and telecom. Overpriced real estate (both home and commercial) and subsequently high property taxes. It's sprawl and heavy traffic makes it inefficient and costly to get around if your business is dependent on local travel for service or delivery of product.
19. cost of real state
20. The maze of steps a person has to go through. Some forms are on line - yet the websites are not always smooth flowing. Depending on the type of business there are multiple cites a person has to go to in order to obtain information. (2 places may give 2 different responses to the same question). The ability to determine "incorporated" verses unincorporated guidelines.

21. low incomes
22. not enough film & photography supplies
23. none
24. Too many languages being spoken.
25. It's diversity.
26. lack of business ethics
27. Corruption
28. Not having advertised Associations for various groups, for example, what associations or groups are here for writers, and designers? Is there a place where both can meet and network? And Classes are not advertised for small and upcoming businesses, which many need to survive and grow (for free).
29. AT PRESENT, THE ECONOMIC SITUATION. THE GOV. KEEPS SAYING WE ARE HEADED INTO A RECESSION, BUT GUESS WHAT??? WE HAVE BEEN IN IT FOR MORE THAN A YEAR NOW AND THEY DIDN'T EVEN SEE IT EVEN IF IT HIT THEM IN THE FACE.
30. Very transient community
31. lack of work force training
32. Lack of new media adoption and sophistication.
33. lack of educated and dedicated workforce with a strong work ethic
34. Mass transit
35. Low wages and high cost of living.
36. Lack of trust
37. South Florida squanders too much time, money, and resources on business decisions which do not create revenue or add value to the community: Miami PAC, proposed Marlin's Stadium, proposed Miami Tunnel; while at the same time refusing to support new, creative areas of entrepreneurship. In addition, many of the current government initiatives in South Florida are rot with corruption. For example: the proposed Bio-Med Park in Opa Locka, under the Miami-Dade OCED; an innovative idea, which was completely derailed by a lack of government oversight and cronyism.
38. None!
39. high rent and high property taxes
40. Unsightly properties, half torn down houses, business with signs broken or gone, (like Payfair) the unsightly storefronts and broken down buildings are not appealing and make the area seem downtrodden to tourists and locals alike.
41. Too expensive.
42. Warehouse cost is not competitive as other countries in the region.
43. Labor pool in South Florida is tough and creates many challenges
44. No lower priced places to stay.
45. Too many special interest and public cronies...
46. Traffic congestion.
47. Cost of doing business!
48. Lack of available funding for small businesses. Florida has tons of organizations for small businesses that all provide the same assistance. Funds to staff and run the organizations can be better spent for small businesses. Sometimes the cost of getting certified by private organizations (i.e. National Minority Supplier, Women Enterprise)
49. Expenses; licenses, too many taxes on every little thing, insurance rates, windstorm is prohibitive, especially, no good health insurance for small business (group)
50. The cost of living increases, which contributes to turnover in staff and lack of affordable housing

51. Public Services, training, affordable housing, taxes,
  52. transient employees
  53. The Labor Pool
  54. Wages and housing. I consider these one and the same
  55. local government
  56. high cost of living
  57. weather--hurricanes
  58. transient/seasonal residents
  59. the ever-present Threat of natural disaster
  60. Language barrier
  61. Too crowded
  62. The Hurricanes
  63. Transportation and taxes
  64. Dealing with the city to get a license and also driving.
  65. lack of skilled/technical infrastructure
  66. bad customer service and too much red tape for businesses to open yet business still break many business making laws
  67. Costs. Tax and Business insurance is very high.
  68. The ability of our leaders not to recognize that the cost of doing business is killing us. Insurance, Taxes, health care, etc need immediate attention. Corruption within our government is out of control, and oversight of the personnel placed in high positions is lacking.
  69. Cost of living
  70. Latin Customs even when I'm Latin
  71. no opinions
  72. politics - the politicians seem to like to throw up road blocks and make things difficult without assessing the feelings or desires of their constituents
  73. lack of qualified workers
  74. Spanish
  75. test
  76. rudeness by citizens and visitors alike
  77. high cost of living, driven by housing; service economy, which limits the standard of living; lack of diversified economy
  78. Low pay, high cost of living
  79. With a few exceptions, our local and state leaders don't have good common sense.
  80. It's an expensive place to live.
  81. Poor customer service
  82. employees, rules and regulations
  83. Lack of individuals to do jobs.
  84. High cost of living. Monroe County leads the state, and has for the last 35 years. Reliance on the service (tourism) industry. We need a more diversified economy to help us get through hurricane recovery, etc.
-

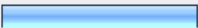

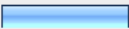




6. Business Type		
	Response Percent	Response Count
Manufacturing 	5.3%	4
Construction 	5.3%	4
Distribution 	2.6%	2
<b>Service (List Type Below)</b> 	56.6%	43
Transportation 	2.6%	2
Retail 	17.1%	13
Agribusiness	0.0%	0
Wholesale	0.0%	0
Banking/Finance/RE 	7.9%	6
Health Care 	2.6%	2
Other (please specify)		58
<b>answered question</b>		<b>76</b>
<b>skipped question</b>		<b>15</b>

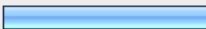

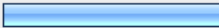
#### Question #6 – Open-Ended Responses


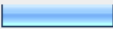


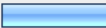

1. Non profit Museum
2. ENTERTAINMENT
3. restaurant
4. Assisted living facility
5. Landscape design
6. tourism/lodging
7. Hair
8. Chamber of commerce
9. Education
10. Temperature controlled warehouses
11. professional
12. Professional Organizing
13. Non-profit organization
14. IT Services to Small Business
15. Non profit
16. Design, Architecture
17. Tax Preparation
18. parking
19. photography & film


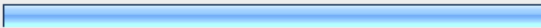
20. Women's fitness center
  21. Pool Service / currently on hold due to licensing
  22. data entry & tutoring
  23. Design/Graphic Design/Illustrations/Photography
  24. Start up business assistance - Incorporating services
  25. New media consulting and production
  26. writing and art
  27. real estate
  28. Tax Preparation / Bookkeeping
  29. Retail Services, Retail Consulting
  30. corporate travel & wedding planning
  31. sales and installation of window treatments
  32. Sailing lessons
  33. Service-Refinishing Company
  34. Janitorial and Home Healthcare Aids
  35. Food and Beverage! The mere fact that you have no hospitality listed!
  36. Staffing
  37. lodging
  38. Retail/Take out food service
  39. employment
  40. tourism
  41. tourism
  42. Nonprofit
  43. Leisure, Personal Fitness, Youth Development in Athletics
  44. fire alarm installation , burglar alarm , cctv systems , and more
  45. medical device (R&D)
  46. aircraft parts repair
  47. Real Estate and retail sales
  48. Printing
  49. dive charter
  50. test
  51. Small business coaching
  52. Boat Charter
  53. Writing
  54. Restaurant/Marina
  55. resort
  56. Retail
  57. motel
  58. Chamber of commerce/business association
-



7. What are your annual sales?			
		Response Percent	Response Count
Less than \$50,000		32.6%	28
\$50,000 - \$100,000		17.4%	15
\$100,000 - \$500,000		20.9%	18
\$500,000 - \$1 Million		11.6%	10
\$1 Million - \$5 Million		12.8%	11
\$5 Million - \$25 Million		2.3%	2
More than \$25 Million		2.3%	2
answered question			86
skipped question			5

8. What has been your sales performance over the past year?			
		Response Percent	Response Count
Increased		34.1%	29
Stayed The Same		29.4%	25
Decreased		36.5%	31
answered question			85
skipped question			6



9. What geographic markets do you serve?			
		Response Percent	Response Count
Miami/Dade and Monroe Counties		52.3%	45
South Florida		18.6%	16
Florida		2.3%	2
Southeast		1.2%	1
US Markets		17.4%	15
International Markets		8.1%	7
answered question			86
skipped question			5

10. Do you currently export your product?			
		Response Percent	Response Count
Yes		9.2%	8
No		90.8%	79
answered question			87
skipped question			4

11. If Yes, do you export ...			
	Yes	No	Response Count
Out of South Florida?	63.6% (7)	45.5% (5)	11
Out of the State?	69.2% (9)	38.5% (5)	13
Out of the US?	54.5% (6)	54.5% (6)	11
		Other (please specify)	4
answered question			14
skipped question			77

### Question #11 – Open-Ended Responses





1. We export services.
2. Occasionally do business outside of Monroe County. PA, NY, CO, GA
3. Test
4. Geographic markets can be both us and international


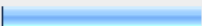


12. Do you currently import your product or materials?		
	Response Percent	Response Count
Yes 	13.1%	11
No 	86.9%	73
<i>answered question</i>		84
<i>skipped question</i>		7

13. If Yes, do you import ...			
	Yes	No	Response Count
Out of South Florida?	75.0% (9)	33.3% (4)	12
Out of the State?	63.6% (7)	45.5% (5)	11
Out of the US?	72.7% (8)	36.4% (4)	11
	Other (please specify)		3
	answered question		13
	skipped question		78

### Question #13 – Open-Ended Responses







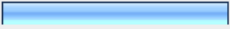

1. Aircraft parts are sent to us from Iceland for repair, and then returned
2. BROKERED PRINTING CAN BE SECURED FROM MANY FINE COMPANIES OUTSID
3. Test

14. What is the size of your facility?		
	Response Percent	Response Count
Less than 5000 sq ft 	73.0%	65
5,000 - 10,000 sq ft 	15.7%	14
10,000 - 30,000 sq ft 	6.7%	6
Greater than 30,000 sq ft 	4.5%	4
<b>answered question</b>		<b>89</b>
<b>skipped question</b>		<b>2</b>

15. Please describe your facility.		
	Response Percent	Response Count
Home Business 	40.7%	33
Office Space 	33.3%	27
Commercial Park 	13.6%	11
Separate Building 	22.2%	18
Other (please specify)		12
<b>answered question</b>		<b>81</b>
<b>skipped question</b>		<b>10</b>

#### Question #15 – Open-Ended Responses


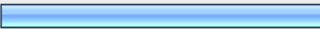
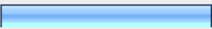

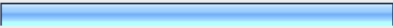
1. Multi use building
2. Hotel
3. Also a parking garage
4. Share warehouse
5. Mobile Business that is operated from our Home office
6. Small shop, one of several under the same roof
7. Warehouse
8. Tiny office and gear storage and dock space
9. Boats
10. Shop in strip mall
11. Resort
12. Motel

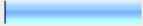
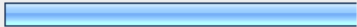

16. What changes do you anticipate in your business over the next year?		
	Response Percent	Response Count
Expand Facilities 	43.5%	30
Relocate Facility 	27.5%	19
Reduce Facilities 	7.2%	5
Add Employees 	55.1%	38
Reduce Employees 	14.5%	10
Change Technology 	15.9%	11
New/Expanded Product Line 	37.7%	26
Reduce Product Line 	5.8%	4
Other (please specify)		17
<i>answered question</i>		69
<i>skipped question</i>		22

#### Question #16 – Open-Ended Responses

1. We are newly opened and growing
2. Increase occupancy
3. n/a
4. Same or loose the contract
5. Sell and stick with my 9 to 5.
6. I plan to enhance my credentials through education.
7. Expand clients and services to include additional out of state locations
8. Redevelopment
9. Expand services
10. Business is very competitive
11. GUESS I SHOULD BITE THE BULLET AND LEARN SOME OF THIS NEW COMPUTER GENERATED STUFF SO I CAN SAY UP WITH THE YOUNGER AND SMARTER TRADE PRINTERS.
12. Try to stay afloat - literally and figuratively
13. I may be OUT of business in the next year
14. Reduce all overhead costs
15. I would love to earn more money!
16. Redevelop
17. Hunker down to get through this economic downturn

17. How many individuals do you employ in your business?		
	Response Percent	Response Count
1 - 3 	59.3%	51
4 - 10 	24.4%	21
11 - 50 	15.1%	13
51 - 99	0.0%	0
100 + 	1.2%	1
<i>answered question</i>		86
<i>skipped question</i>		5












18. Indicate the percent of your labor force by category.		
	Response Percent	Response Count
Unskilled Labor 	42.7%	35
Skilled labor 	53.7%	44
Technical 	35.4%	29
Professional 	58.5%	48
Management 	65.9%	54
<i>answered question</i>		82
<i>skipped question</i>		9

19. How has your employment level changed over the past year?		
	Response Percent	Response Count
Increased 	22.7%	20
Stayed The Same 	59.1%	52
Decreased 	18.2%	16
Other (please specify)		5
<b>answered question</b>		<b>88</b>
<b>skipped question</b>		<b>3</b>

### Question #19 – Open-Ended Responses

1. I'VE ADDED A PART TIMER
2. Do not have employees yet
3. THE COMPANY HAS NO EMPLOYEES. THE OWNERS/MANAGERS RUN THE BUSINESS.
4. Slight increase in staff, big increase in sales
5. Test


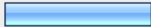

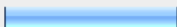



20. Do you have problems in recruiting or retaining employees?			
	Yes	No	Response Count
Unskilled Labor	31.0% (18)	70.7% (41)	58
Skilled Labor	52.4% (33)	49.2% (31)	63
Technical	47.2% (25)	54.7% (29)	53
Professional	53.8% (35)	47.7% (31)	65
Management	44.8% (26)	56.9% (33)	58
<b>answered question</b>			<b>84</b>
<b>skipped question</b>			<b>7</b>

21. What employee recruiting sources do you use?		
	Response Percent	Response Count
Newspaper 	48.6%	36
Internet 	31.1%	23
Word of Mouth 	86.5%	64
Temporary Agency 	14.9%	11
Job Services of Florida 	1.4%	1
South Florida Workforce 	9.5%	7
Other Employees 	31.1%	23
Job Training Programs 	5.4%	4
Universities 	10.8%	8
Community Colleges 	12.2%	9
Vo-Tech Schools 	2.7%	2
Other (please specify)		14
<b>answered question</b>		<b>74</b>
<b>skipped question</b>		<b>17</b>

#### Question #21 – Open-Ended Responses

1. Trade publications
2. Does not apply
3. Not currently seeking employees
4. n/a
5. None-self employed only employee
6. Company recruiters
7. US Sailing, National Governing Body of Sailing
8. Radio
9. self employed just myself
10. We are hot. They contact us.
11. MOM & POP BUSINESS
12. I am a one-woman shop; I don't need employees
13. International employee programs
14. Posting on bulletin boards



22. What local training programs do you use?		
	Response Percent	Response Count
Business & Industry Services 	28.6%	14
Job Training Programs 	24.5%	12
Universities 	14.3%	7
Community Colleges 	28.6%	14
Vo-Tech Schools 	10.2%	5
High School Programs 	12.2%	6
Other Private Training 	34.7%	17
Other (please specify)		13
<i>answered question</i>		49
<i>skipped question</i>		42

#### Question #22 – Open-Ended Responses

1. Chamber seminars
2. None
3. None
4. Does not apply
5. In house training
6. On the job training
7. None
8. None
9. Have not used any
10. No One
11. "We grow our own"
12. None
13. None

23. Company Name	
	Response Count
	51
<i>answered question</i>	51
<i>skipped question</i>	40

24. Address	
	Response Count
	48
<i>answered question</i>	48
<i>skipped question</i>	43

25. City (required field for demographic comparison)	
	Response Count
	91
<i>answered question</i>	91
<i>skipped question</i>	0

#### Question #25 – Open-Ended Responses

Coral Gables	1	Miami	31
Cutler Bay	1	Miami Beach	2
Doral	1	Miami Gardens	1
Florida City	1	Miami Lakes	1
Homestead	3	North Miami Beach	2
Islamorada	3	Sunny Isles Beach	1
Key Largo	18	Tavernier	5
Key West	20		

26. County (required field for demographic comparison)	
	Response Count
	91
<i>answered question</i>	91
<i>skipped question</i>	0

#### Question #26 – Open-Ended Responses

Miami-Dade	45
Monroe	46

27. Phone Number	
	Response Count
	49
<i>answered question</i>	49
<i>skipped question</i>	42

28. FAX Number	
	Response Count
	29
<i>answered question</i>	29
<i>skipped question</i>	62

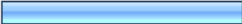

29. Owner/Principal	
	Response Count
	47
<i>answered question</i>	47
<i>skipped question</i>	44

30. Product/Service	
	Response Count
	47
<i>answered question</i>	47
<i>skipped question</i>	44

### Question #30 – Open-Ended Responses

1. history museum
2. BOOKING AGENCY/WORLD MUSIC LABEL
3. Assisted Living Facility and ALF consulting
4. Landscape Design
5. Hair services
6. High End Technology Training and Professional Services
7. transportation

8. Warehouses
9. DISTRIBUTOR FOR OIL, FUEL, AIR, WATER FILTERS
10. IT services for small business
11. PROFESSIONAL SERVICES
12. BUSINESS ASSISTANCE - TAX PREPARATION
13. Health and Fitness
14. WINDOW TRATMENTS
15. Design & Photography
16. HEALTH PRODUCTS
17. START UP BUSINESS ASSISTANCE - INCORPORATING SERVICES
18. Welding & Machine Shop
19. writing and art
20. real estate services
21. Tax Preparation / Bookkeeping
22. Retail Services, Retail Consulting
23. Blinds
24. mortgage
25. Sailing Instruction
26. treasure coins and custom jewelry
27. mortgages brokerage
28. Staffing
29. Financial Services
30. vehicle rentals
31. Cupcakes and Panini Sandwiches
32. Employment Services
33. Children Shoes
34. Athletic and Sports Performance
35. Menus That Talk
36. Ophthalmic and Optical Equipment
37. OFFSET PRINTING
38. Dive Charter and Dive Instruction
39. marine wholesale & retail
40. Architect
41. Small business, life coaching
42. Custom picture framing and art gallery
43. Writing and information products
44. Food service/Marina
45. resort
46. Video rental and sales
47. Non-profit business association, visitor information

31. We will be conducting personal interviews with several of the companies responding to the survey. Would you agree to be interviewed as part of this assessment? If yes, please enter the contact person's name and phone number below.		
	Response Percent	Response Count
Yes 	40.2%	33
No 	59.8%	49
Other (please specify)		26
<b>answered question</b>		<b>82</b>
<b>skipped question</b>		<b>9</b>

## Findings

Reviewing the response provides some interesting information regarding the perception of business development, growth and survivability in Miami-Dade and Monroe Counties. While each is different in terms of economic niches they do align themselves with businesses and perceptions throughout the state. Identified needs and issues with the business environment are also very much in line with what is seen and heard statewide.

Overwhelming issues reported dealt with licensing and permitting, access to capital, job training and both management assistance and business education training. Again, these areas of identification are similar across the state.

Interestingly though is the overwhelming approval rating of 61 percent, indicated that both counties are a good to excellent to place to do business. Why? Naturally, the sunshine takes the top response but surprisingly, so to does the identification of the diversity of the population. Many contributed this population mix as being strong for business development and growth. On the other hand, similar weaknesses were identified, cost of living certainly due to the recent rises in transportation costs and housing. There were some comments relative to lack of adequate and skilled workforce that seemed to be coupled with complaints of languages as a barrier. This may be interpreted as an influx of migrant workers and/or the realized or not, increase in the number of immigrants specifically to the Keys. Miami-Dade has a steadily growing immigrant population that tends to confine itself to specific ethnic areas of the City/County. Some of the issues surrounding language and workforce would not be as visible to those responding to this survey as it would to the Keys' business population.

Over half, 57 percent of the business responding to the survey indicated that they were service businesses, 17 percent retail and equally at 5 percent were both construction and manufacturing. It is expected that the issues of skilled workers and workforce availability were aligned with these two areas of business. As with our overall state business environment, Miami-Dade and Monroe Counties have small to micro businesses populated throughout. Those identifying employees between 1 and 3 made up a solid 60 percent of the respondents and over 99 percent had less than 50 employees. Again, this aligns well with the state statistics. The labor force of these businesses was identified as 54 percent skilled and 43 percent unskilled while management positions were a solid 60 percent.

In response to the current economic environment almost equal responses were reported to those seeing an increase in business at 34 percent to those seeing a decline at 37 percent. Some 29 percent felt business was remaining steady. Tied to the prospect of employee growth, 55 percent felt they would be hiring new employees. Some 41 percent of the respondents indicated that they operated a home-based business which tends to be a sole proprietor operation. This gives some reason for optimism with the future business growth for the region as a whole, with expansion potential from these businesses. Facility expansion respondents give support to this optimism with 44 percent indicating expansion was a change they were moving toward. Additionally, another 38 percent reported that either new or expanded products were to be added and that technology incorporation followed that change indicator by 16 percent. Relocation was mentioned as a change for some 28 percent of the respondents.

While many think of the Miami-Dade area in particular as being the hub for Central and South America where international trading would be king, only 8 percent of the respondents indicated that their business involved international trade. Over 52 percent indicated that their geographic market was Miami-Dade and Monroe Counties and only 17 percent indicated that their market was outside of Florida. This survey definitely is not capturing the small sole proprietor, conducting business on a cash-only business, which takes place in the greater Miami area. However, those responding to annual sales of less than \$1 million totaled 84 percent which indicates that our market is in fact small businesses. Some 33 percent reported annual sales of less than \$50,000.

## **Analysis**

Information gathered from respondents to this survey indicates similar attitudes and issues to those conducted from the SBDC at Florida Gulf Coast University in Ft. Myers some twelve years ago. Similarly, we see that the issues and obstacles have not changed as years have passed by, just their level of priority and, the level of frustration with entrepreneurs and small business owners. Recent surveys by National Federation of Independent Businesses (NFIB) and the National Small Business Association (NSBA) show very parallel responses.

So the question to be asked is “what does this information mean to us as an organization and what is our role in reacting to it?”

First, we must remind ourselves what brought us to this point in time and this assessment. The assessment was to be a mechanism by which the identified original partners could form a cohesive response to bring more direct services and more direct sensitivity to needs of entrepreneurs and small business owners by facilitating the FSBDC Network’s request to form a new Regional SBDC program and host(s) with additional service center outreach within Miami-Dade and Monroe Counties.

Second, due to the limited existing SBDC resources within the two-county area there was agreement that a needs assessment should be conducted to facilitate the development and implementation of direct services for entrepreneurs and small business owners in the two-county area. The assessment might prove whether or not any specific niche areas might be more of an identified issue for focusing services and delivery.

Third, the original partners discussing the SBDC development also were interested in redefining, restructuring or creating new programming in entrepreneurial education and business technical assistance within either their own membership and/or their identified community. The FSBDC inclusion provides all interested organizations a mechanism by which to be engaged and involved with those developments and actual implementation.

## Miami-Dade and Monroe County Small Business Statistics

Florida Business Characteristics	Totals
All Firms	1.539 million
-----	-----
White	1.355 million
Black	102,053
Native American	9,923
Hispanic	266,688

Ethnic Characteristics	Women-Owned		Black-Owned		Hispanic- Owned (not specific to County)
	Dade	Monroe	Dade	Monroe	
All Firms	88,168	2,681	28,335	347	266,688
With Employees	10,621	621	1,532	28	39,955
Employment	70,214	3,363	16,783	49	222,516
Payroll (rounded Thousands)	1.5M	77,802	276,313	830	5.87M

Data provided by U.S. Department of Labor; Census Data 2007; Statistical Abstract of the U.S.: 2008.



## Miami-Dade & Monroe County Area of Counseling SBDC Unduplicated Clients – January through December 2007

Area of Counseling	Dade	Monroe
<i>1 Business Startup &amp; Acquisition</i>	515	41
<i>2 Sources of Capital</i>	490	31
<i>3 Marketing &amp; Sales</i>	91	30
<i>4 Government Procurement</i>	4	4
<i>5 Accounting &amp; Records</i>	17	13
<i>9 Personnel/Human Resources</i>	2	0
<i>10 Computer Systems</i>	3	0
<i>11 International Trade</i>	54	0
<i>12 Buy/Sell Business</i>	5	4
<i>13 Technology</i>	4	0
<i>20 IRS Regulatory Compliance</i>	1	0

Data collected is from multiple sessions with SBDC clients distributed over identified areas of counseling.

Counseling statistics provided by FSBDC Network Management Information System, May 16, 2008.

## Recommendations

While the needs assessment does not reveal any significant insight into issues effecting small businesses, it does provide us with some insight as to some specific areas of irritation by the respondents and overall, tells us that we are on the correct path in providing greater outreach and better coordinated direct services to entrepreneurs and small business owners in Miami-Dade and Monroe Counties. No specific program development is necessary. The partnering, coordination and alignment of programming and outreach identified within South Florida Workforce, CAMACOL, Miami-Dade Chamber, Key Largo Chamber, Doral Business Council and the SBDC can and must be better coordinated; can and must provide greater county-wide accessibility through restructuring and outreach location determination; can and must take a leadership role in providing entrepreneurial education as a life style option and, greater business technical assistance to meet the needs of all identified groups in the region.

The Florida Small Business Development Center Network represents a highly successful thirty-plus year infrastructure and support mechanism for the state's entrepreneurs and small businesses. Legislation passed and awaiting the Governor's signature during the 2008 legislative session in HB7901, fully recognizes and officially identifies the role of the SBDC as the state's principle organization for small business assistance. The success of the SBDC in entrepreneurial education, business management and technical assistance brings a recognizable yet non-competitive program to enhance and expand local outreach and economic impact to the broader business community.

Clearly there is the need, desire and commitment for collaboration among individual programs/organizations to further their broad mandates of community service, education, training, management and technical assistance and economic prosperity. There is also great logic, efficiencies and synergies in melding these and other partners into hosts for and committing to establishing a new ninth SBDC Regional Office and outreach service centers in Miami-Dade and Monroe Counties.

**It is recommended that the South Florida Workforce Board commit and participate financially and programmatically with the Florida Small Business Development Center Network to facilitate hosting a new Regional SBDC in Miami-Dade County with additional mutually agreed upon outreach service centers in Miami-Dade and Monroe Counties; to officially begin a mutually beneficial partnership and SBDC transition commencing July 1, 2008 with an official start up operation on January 1, 2009.**

*Funding for this study and report was provided by the South Florida Workforce Investment Board Miami, Florida.*



6.

**SFWIB – Economic Development & Industry  
Sector (EDIS) Committee**

***February 26, 2009***

**Employed Worker Training Program (EWTP)  
Update**

**Informational Item**

**BACKGROUND**

SFWIB's Employed Worker Training (EWTP) program created in January 2007 provides training services to the Region's employer community to enhance the skills of the employer's workforce in an effort to assist the employer in becoming more competitive in the global marketplace.

For PY 2008-2009, SFWIB allocated \$500,000 for the EWTP training pool.

The attached chart provides information on approved Employed Worker Training Programs (EWTP) allocated from the SFWIB EWTP pool.

*Attachment*

## Summary of EWTP Projects

Company Name	Funds Awarded - Appropriated from SFW Pool (\$500,000.00)	Training Area(s) Provided	# of Employees to be trained	Average Wage	Total Number Trained	Service Partner Requesting Funds	Cost Per Trainee	Remaining Balance from the SFW EWTP Pool - (\$800,000.00)	Approved
<b>Eagle Overhauling, Inc.</b> The company is involved automotive air conditioning and heating repair, service, part sales and export.	\$ 17,000.00	Automotive Electronics, Electrical, Heating and A/C	17	\$ 14.06		Arbor E&T	\$ 1,000.00	\$ 483,000.00	Jan-09
<b>Jet Aviation Specialist, Inc.-</b> The company repairs and overhauls several aviation and industrial turbine engine components.	\$ 41,143.00	Aviation related training	45	\$ 18.50		Arbor E&T	\$ 914.29	\$ 441,857.00	Jan-09
<b>Southern Gear and Machine, Inc. -</b> The company manufactures gears for aerospace, defense, instrument, precision and commercial use.	\$ 17,000.00	Fundamentals of Geometric Dimensioning/Tolerance and Lean	19	\$ 22.25		Youth Co-Op, Inc.	\$ 894.74	\$ 424,857.00	Feb-09

Funds Awarded - Appropriated from SFW Pool (\$500,000.00)	# of Employees to be trained	Average wage	Cost Per Trainee
\$ 75,143.00	81	\$ 18.27	\$ 927.69



7

**SFWIB – Economic Development & Industry  
Sector (EDIS) Committee**

***February 26, 2009***

**SFWIB Workforce Estimating Conference**

**Discussion Item**

**BACKGROUND**

In response to the State's August 2008 Workforce Estimating Conference, Workforce Florida, Inc/Targeted Occupations Committee met on January 29, 2009 and approved the State's 2009-2010 Targeted Occupations List (TOL) and the occupational wage criteria for each Regional TOL.

The preliminary Regional TOL will be released shortly and the Region is provided an opportunity to review and submit any modifications to the draft preliminary Region TOL to more appropriately reflect the current demands within their respective regions which may not be reflected in the initial state-demand list.

The Economic Development and Industry Sector (EDIS) Committee needs to discuss hosting the 3<sup>rd</sup> Annual Region 23 Workforce Estimating Conference in response to the pending release by the State of the Region 23 Preliminary 2009-2010 Targeted Occupations List. This Conference provides the Region the opportunity to request addition of high-skill/high-wage occupations or other occupations that are important to the Region's or State economy. In addition, it also allows the Region to request the deletion of occupations from the list.



8.

**SFWIB – Economic Development & Industry  
Sector (EDIS) Committee**

***February 26, 2009***

**ITA Meeting Schedule**

**Discussion Item**

At its December 11, 2008, meeting, the Committee members held a lengthy a discussion on a revised ITA Policy for the Region. Based on the discussion, the Committee members felt that a further discussion was needed on the policy.

In addition, SFWIB staff has been working on an updated training reconciliation report for the Region.

The Committee needs to discuss scheduling a meeting to discuss ITAs.