



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Executive Committee Meeting

THURSDAY, April 9, 2020

8:15 A.M.

- View Live on the Web: <https://global.gotowebinar.com/join/4890957979836694027/430931957>
- Dial In Number: 877-309-2074 (Access Code:494-859-893)

AGENDA

1. Call to Order and Introductions
2. Approval of Executive Committee Meeting Minutes
 - A. March 12, 2020
3. Information – Preliminary In-State Allocations
4. Information – WARN Notifications
5. Information – National Emergency Grant (NEG) - Funding for Displaced Workers
6. Information – Revised WIOA Support Services Payment Policy/Procedures
7. Recommendation as to Approval to Accept and Allocate Funds for the Homestead Summer Youth Employment Program

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"Members of the public shall be given a reasonable opportunity to be heard on a specific agenda item, but must register with the agenda clerk prior to being heard."



SFWIB EXECUTIVE COMMITTEE

DATE April 9, 2020

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

March 12, 2020 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Suite 500

Miami, FL 33126

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	AUDIENCE:
<ol style="list-style-type: none"> 1. Perez, Andy, <i>Chairman</i> 2. Gibson, Charles, <i>Vice-Chairman</i> 3. del Valle, Juan Carlos 4. Ferradaz, Gilda 	<ol style="list-style-type: none"> 5. Garza, Maria <p>*****</p> <p>SFWIB STAFF</p> <p>Beasley, Rick Anderson, Frances Gilbert, David Jean-Baptiste, Antoinette Kavehersi, Cheri Kelly, Travis Smith, Marian</p>	<p>Cotton, Jennifer -</p> <p>Perez-Boroto, Connie</p> <p>Rodanes, Carlos</p> <p>Rodriguez, Maria</p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Chairman Andy Perez called the meeting to order at 8:30am, asked all those present introduce themselves, and noted into record that a quorum had been achieved.

2. A. Approval of February 13, 2020 Meeting Minutes

Ms. Gilda Ferradaz moved the approval of February 13, 2020 meeting minutes; Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

3. Information – DEO 2019-20 Internal Control Questionnaire and Assessment

Chairman Perez introduced the item and Mr. Beasley further presented.

Chairman Perez briefly noted that he requested this report be provided to members beforehand so that all had an opportunity to review the report prior meeting.

No further questions or discussions

4. Information - USDOL Targeted Program Compliance and Assistance Review (TPCAR)

Chairman Perez introduced the item and Mr. Beasley further presented the USDOL Targeted Program Compliance and Assistance Review (TPCAR).

Ms. Ferradaz inquired about developing procedures and Mr. Beasley explained.

No further questions or discussions.

5. Recommendation as to Approval to Accept and Allocate Funds for the City of Miami Gardens Summer Youth Employment Program

Chairman Perez introduced the item and Mr. Beasley further presented.

Mr. Juan Carlos del Valle moved the approval to accept and allocate funds for the City of Miami Gardens Summer Youth Employment Program. Motion seconded by Mr. Charles Gibson; **Further Discussion(s):**

Mr. Gibson inquired about the amount of funds matched and Mr. Beasley responded \$150,000. Mr. Gibson asked if this included another entity located in Miami Gardens. Mr. Beasley responded, “No”. Mr. Gibson further asked whether if there would be a separate allocation for the other entity. Mr. Beasley further explained.

Ms. Ferradaz inquired about purchases of cell phones and laptops. Mr. Beasley provided details.

Motion Passed by Unanimous Consent

6. Recommendation as to Approval to Release a Request for Proposal for the Selection of Workforce Services Providers

Chairman Perez introduced the item and Mr. Beasley further presented.

Ms. Gilda Ferradaz moved the approval to release a request for proposal for the selection of workforce services providers. Motion seconded by Mr. Juan Carlos del Valle; **Further Discussion(s):**

Ms. Ferradaz and Chairman Perez asked whether if this would include all services and Mr. Beasley responded, “Yes.” He further explained it specifically consisted of services provided at the career centers as well as youth services.

Motion Passed by Unanimous Consent

7. Recommendation as to Approval to Release a Request for Proposal for the Selection of Workforce Services Providers

Chairman Perez introduced the item and Mr. Beasley further presented.

Ms. Gilda Ferradaz moved the approval to release a request for the selection of youth services providers. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

New Business (es):

Mr. Beasley presented the following updates:

- Coronavirus (Coviod19) Update Information
- Virtual Services (each member received a copy of current report)
- Chairman Perez inquired about purchasing requirements and Mr. Beasley explained.

Ms. Ferradaz recommended identifying the various codes related to the current virus.

Chairman Perez recommended a vote made giving the Executive Director flexibility/authorization to purchase supplies related to coronavirus at a maximum budget of \$500,000.

Mr. Juan Carlos del Valle moved the approval of said recommendations. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed Unanimously**

Ms. Ferradaz asked whether if cell phones would be provided to staff. Mr. Beasley responded “Yes” then explained that roughly 300 cell phones would be ordered to include monitors, laptops and hot spots.

There was continued discussion.

Ms. Ferradaz recommended reviewing the executive order.

Prior to meeting adjournment, Mr. Beasley noted that all scheduled trainings postponed until further notice.

There being no further business to come before the Committee, meeting adjourned at 9:03am.

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SFWIB EXECUTIVE COMMITTEE

DATE: 4/9/2020

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: PY2020-21 PRELIMINARY IN-STATE ALLOCATION

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On March 16, 2020, the Florida Department of Economic Opportunity released the draft PY2020-21 draft in-state allocations to the regional workforce boards for the Workforce Innovation & Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth Programs, Wagner-Peyser Act Employment Service Program (WP) and Temporary Assistance for Needy Families (TANF). These allocations are based on level funding since DEO has not received any information regarding PY2020 funding amounts.

Utilizing the draft released allocations, PY20-21 draft in-state allocations were calculated to allocate funding for all 24 workforce regions. Based on the projected allocations, SFW is projected to receive \$28.8 million dollars in new funding. The projected allocation is \$5.7 million dollar or 16.7 percent reduction in funding. The new funding by program is listed as the following:

FUNDING BY PROGRAMS	ALLOCATION		Change +/-
	PY2020-21	PY2019-20	
WIOA Adult	\$ 7,169,758	\$ 9,404,985	-23.77%
WIOA Youth	\$ 6,311,994	\$ 8,548,707	-26.16%
WIOA Dislocated Workers	\$ 4,133,011	\$ 4,416,101	-6.41%
Wagner-Peyser	\$ 3,515,708	\$ 3,857,459	-8.86%
TANF	\$ 7,690,007	\$ 8,365,521	-8.07%
TOTAL	\$ 28,820,478	\$ 34,592,773	-16.69%

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

**Program Year 2020 Workforce Innovation and Opportunity Act
Local Workforce Development Board Formula Allocations – Level Funding**

	LOCAL WORKFORCE DEVELOPMENT BOARDS	WIOA ADULT	WIOA YOUTH	WIOA DISLOCATED WORKER	PY 2020 FINAL ALLOCATION	PY 2019 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	\$878,011	\$1,107,506	\$624,640	\$2,610,157	\$2,510,584	\$99,573	3.97%
2	CareerSource Okaloosa Walton	\$304,861	\$253,243	\$251,749	\$809,853	\$844,788	(\$34,935)	-4.14%
3	CareerSource Chipola	\$336,173	\$296,383	\$131,978	\$764,534	\$853,358	(\$88,824)	-10.41%
4	CareerSource Gulf Coast	\$603,304	\$518,834	\$437,051	\$1,559,189	\$1,370,935	\$188,254	13.73%
5	CareerSource Capital Region	\$992,156	\$1,925,492	\$500,971	\$3,418,619	\$3,127,625	\$290,994	9.30%
6	CareerSource North Florida	\$328,066	\$317,441	\$150,171	\$795,678	\$807,918	(\$12,240)	-1.52%
7	CareerSource Florida Crown	\$313,501	\$389,463	\$123,820	\$826,784	\$739,814	\$86,970	11.76%
8	CareerSource Northeast Florida	\$2,980,388	\$3,061,542	\$2,607,129	\$8,649,059	\$7,719,603	\$929,456	12.04%
9	CareerSource North Central Florida	\$663,380	\$1,367,457	\$310,930	\$2,341,767	\$2,137,270	\$204,497	9.57%
10	CareerSource Citrus Levy Marion	\$1,530,969	\$1,468,217	\$716,969	\$3,716,155	\$3,445,699	\$270,456	7.85%
11	CareerSource Flagler Volusia	\$1,043,875	\$1,012,308	\$1,019,920	\$3,076,103	\$3,117,695	(\$41,592)	-1.33%
12	CareerSource Central Florida	\$3,405,269	\$3,577,912	\$4,095,666	\$11,078,847	\$11,324,382	(\$245,535)	-2.17%
13	CareerSource Brevard	\$816,021	\$731,255	\$839,064	\$2,386,340	\$2,436,933	(\$50,593)	-2.08%
14	CareerSource Pinellas	\$1,266,586	\$988,126	\$1,373,699	\$3,628,411	\$3,775,576	(\$147,165)	-3.90%
15	CareerSource Tampa Bay	\$3,116,621	\$3,395,717	\$2,306,797	\$8,819,135	\$7,723,834	\$1,095,301	14.18%
16	CareerSource Pasco Hernando	\$1,237,345	\$1,144,126	\$1,056,200	\$3,437,671	\$3,461,941	(\$24,270)	-0.70%
17	CareerSource Polk	\$1,908,730	\$1,829,655	\$1,087,866	\$4,826,251	\$4,446,215	\$380,036	8.55%
18	CareerSource Suncoast	\$1,018,693	\$836,458	\$893,114	\$2,748,265	\$2,621,789	\$126,476	4.82%
19	CareerSource Heartland	\$673,597	\$731,009	\$293,841	\$1,698,447	\$1,508,068	\$190,379	12.62%
20	CareerSource Research Coast	\$1,156,439	\$1,038,528	\$1,039,173	\$3,234,140	\$3,531,319	(\$297,179)	-8.42%
21	CareerSource Palm Beach County	\$2,439,102	\$2,249,054	\$2,350,105	\$7,038,261	\$7,325,522	(\$287,261)	-3.92%
22	CareerSource Broward	\$2,813,602	\$2,424,013	\$3,211,774	\$8,449,389	\$8,734,495	(\$285,106)	-3.26%
23	CareerSource South Florida	\$7,169,758	\$6,311,994	\$4,133,011	\$17,614,763	\$20,465,378	(\$2,850,615)	-13.93%
24	CareerSource Southwest Florida	\$2,402,175	\$2,029,204	\$1,717,086	\$6,148,465	\$5,645,542	\$502,923	8.91%
	STATEWIDE TOTALS	\$39,398,622	\$39,004,937	\$31,272,724	\$109,676,283	\$109,676,283	\$0	0.00%

**Program Year 2020 Workforce Innovation and Opportunity Act
Adult Program Local Workforce Development Board Formula Allocations – Level Funding**

LOCAL WORKFORCE DEVELOPMENT BOARDS	AREA OF SUBSTANTIAL UNEMPLOYMENT				ECONOMICALLY DISADVANTAGED		LWDB	HH	PY 2020	PY 2019	DIFFERENCE	%
	LABOR	UNEMPLOYED		Total	Excess	FINAL			FINAL			
	FORCE	Total	Rate			Excess	SHARE	* ALLOCATION	ALLOCATION			
1 CareerSource Escarosa	33,433	2,177	6.5%	673	41,790	38,950	0.022285312		\$878,011	\$846,160	\$31,851	3.76%
2 CareerSource Okaloosa Walton	5,644	365	6.5%	111	21,615	20,017	0.007737852		\$304,861	\$314,861	(\$10,000)	-3.18%
3 CareerSource Chipola	0	0	0.0%	0	25,000	24,470	0.008532612	*	\$336,173	\$363,430	(\$27,257)	-7.50%
4 CareerSource Gulf Coast	29,813	1,927	6.5%	585	21,215	19,971	0.015312812		\$603,304	\$377,185	\$226,119	59.95%
5 CareerSource Capital Region	44,513	2,874	6.5%	871	40,125	37,760	0.025182501		\$992,156	\$902,163	\$89,993	9.98%
6 CareerSource North Florida	2,464	181	7.3%	70	25,780	25,192	0.008326828		\$328,066	\$321,656	\$6,410	1.99%
7 CareerSource Florida Crown	5,735	392	6.8%	134	20,915	20,328	0.007957157		\$313,501	\$274,755	\$38,746	14.10%
8 CareerSource Northeast Florida	127,686	8,241	6.5%	2,495	128,970	118,938	0.075647021		\$2,980,388	\$2,552,829	\$427,559	16.75%
9 CareerSource North Central Florida	26,895	1,739	6.5%	529	30,035	28,173	0.016837638		\$663,380	\$600,875	\$62,505	10.40%
10 CareerSource Citrus Levy Marion	70,804	4,603	6.5%	1,417	58,350	54,871	0.038858446		\$1,530,969	\$1,379,079	\$151,890	11.01%
11 CareerSource Flagler Volusia	16,334	1,091	6.7%	356	58,470	54,692	0.026495208	*	\$1,043,875	\$1,085,558	(\$41,683)	-3.84%
12 CareerSource Central Florida	60,217	3,895	6.5%	1,185	217,270	199,789	0.086431179	*	\$3,405,269	\$3,568,177	(\$162,908)	-4.57%
13 CareerSource Brevard	9,106	642	7.1%	232	44,825	39,907	0.020711923	*	\$816,021	\$875,014	(\$58,993)	-6.74%
14 CareerSource Pinellas	24,207	1,566	6.5%	477	79,745	73,560	0.032147977	*	\$1,266,586	\$1,350,737	(\$84,151)	-6.23%
15 CareerSource Tampa Bay	144,699	9,403	6.5%	2,892	119,555	110,327	0.079104831		\$3,116,621	\$2,615,433	\$501,188	19.16%
16 CareerSource Pasco Hernando	48,708	3,144	6.5%	952	58,025	54,230	0.031405794		\$1,237,345	\$1,284,150	(\$46,805)	-3.64%
17 CareerSource Polk	95,568	6,183	6.5%	1,882	66,330	61,001	0.048446610		\$1,908,730	\$1,696,330	\$212,400	12.52%
18 CareerSource Suncoast	34,301	2,235	6.5%	691	54,215	49,638	0.025856059		\$1,018,693	\$971,242	\$47,451	4.89%
19 CareerSource Heartland	26,221	1,693	6.5%	513	31,355	30,209	0.017096970		\$673,597	\$594,221	\$79,376	13.36%
20 CareerSource Research Coast	28,536	1,847	6.5%	563	53,715	49,826	0.029352277	*	\$1,156,439	\$1,313,423	(\$156,984)	-11.95%
21 CareerSource Palm Beach County	98,767	6,382	6.5%	1,937	114,350	101,357	0.061908295		\$2,439,102	\$2,576,812	(\$137,710)	-5.34%
22 CareerSource Broward	92,623	5,977	6.5%	1,809	152,310	133,899	0.071413704	*	\$2,813,602	\$2,957,419	(\$143,817)	-4.86%
23 CareerSource South Florida	305,138	19,720	6.5%	5,989	318,205	282,625	0.181979957		\$7,169,758	\$8,474,099	(\$1,304,341)	-15.39%
24 CareerSource Southwest Florida	96,064	6,206	6.5%	1,883	112,795	102,030	0.060971037		\$2,402,175	\$2,103,014	\$299,161	14.23%
STATEWIDE TOTALS	1,427,476	92,483	6.5%	28,246	1,894,960	1,731,760	1.000000000		\$39,398,622	\$39,398,622	\$0	0.00%

**Program Year 2020 Workforce Innovation and Opportunity Act
Youth Program Local Workforce Development Board Formula Allocations – Level Funding**

	LOCAL WORKFORCE DEVELOPMENT BOARDS	AREA OF SUBSTANTIAL UNEMPLOYMENT				ECONOMICALLY DISADVANTAGED		LWDB SHARE	HH *	PY 2020	PY 2019	DIFFERENCE	%	
		FORCE	UNEMPLOYED		Total	Excess	Total			Excess	FINAL			FINAL
			Total	Rate							Excess			ALLOCATION
1	CareerSource Escarosa	33,433	2,177	6.5%	673	9,625	6,785	0.028394002		\$1,107,506	\$1,030,729	\$76,777	7.45%	
2	CareerSource Okaloosa Walton	5,644	365	6.5%	111	3,155	1,557	0.006492600		\$253,243	\$268,126	(\$14,883)	-5.55%	
3	CareerSource Chipola	0	0	0.0%	0	2,530	2,000	0.007598606	*	\$296,383	\$320,527	(\$24,144)	-7.53%	
4	CareerSource Gulf Coast	29,813	1,927	6.5%	585	2,665	1,421	0.013301757		\$518,834	\$352,012	\$166,822	47.39%	
5	CareerSource Capital Region	44,513	2,874	6.5%	871	16,765	14,400	0.049365345		\$1,925,492	\$1,721,650	\$203,842	11.84%	
6	CareerSource North Florida	2,464	181	7.3%	70	3,205	2,617	0.008138480	*	\$317,441	\$341,885	(\$24,444)	-7.15%	
7	CareerSource Florida Crown	5,735	392	6.8%	134	3,795	3,208	0.009984976		\$389,463	\$325,667	\$63,796	19.59%	
8	CareerSource Northeast Florida	127,686	8,241	6.5%	2,495	23,895	13,863	0.078491139		\$3,061,542	\$2,611,709	\$449,833	17.22%	
9	CareerSource North Central Florida	26,895	1,739	6.5%	529	12,630	10,768	0.035058557		\$1,367,457	\$1,217,361	\$150,096	12.33%	
10	CareerSource Citrus Levy Marion	70,804	4,603	6.5%	1,417	9,135	5,656	0.037641818		\$1,468,217	\$1,346,572	\$121,645	9.03%	
11	CareerSource Flagler Volusia	16,334	1,091	6.7%	356	9,540	5,762	0.025953341	*	\$1,012,308	\$1,071,729	(\$59,421)	-5.54%	
12	CareerSource Central Florida	60,217	3,895	6.5%	1,185	41,870	24,389	0.091729714	*	\$3,577,912	\$3,744,098	(\$166,186)	-4.44%	
13	CareerSource Brevard	9,106	642	7.1%	232	6,955	2,037	0.018747763	*	\$731,255	\$786,225	(\$54,970)	-6.99%	
14	CareerSource Pinellas	24,207	1,566	6.5%	477	10,995	4,810	0.025333365	*	\$988,126	\$1,033,026	(\$44,900)	-4.35%	
15	CareerSource Tampa Bay	144,699	9,403	6.5%	2,892	24,470	15,242	0.087058655		\$3,395,717	\$2,829,176	\$566,541	20.02%	
16	CareerSource Pasco Hernando	48,708	3,144	6.5%	952	8,835	5,040	0.029332845		\$1,144,126	\$1,168,846	(\$24,720)	-2.11%	
17	CareerSource Polk	95,568	6,183	6.5%	1,882	11,275	5,946	0.046908298		\$1,829,655	\$1,687,332	\$142,323	8.43%	
18	CareerSource Suncoast	34,301	2,235	6.5%	691	7,835	3,258	0.021444917		\$836,458	\$771,008	\$65,450	8.49%	
19	CareerSource Heartland	26,221	1,693	6.5%	513	5,350	4,204	0.018741440		\$731,009	\$634,815	\$96,194	15.15%	
20	CareerSource Research Coast	28,536	1,847	6.5%	563	7,875	3,986	0.026625549	*	\$1,038,528	\$1,180,934	(\$142,406)	-12.06%	
21	CareerSource Palm Beach County	98,767	6,382	6.5%	1,937	19,235	6,242	0.057660744	*	\$2,249,054	\$2,416,660	(\$167,606)	-6.94%	
22	CareerSource Broward	92,623	5,977	6.5%	1,809	23,310	4,899	0.062146319	*	\$2,424,013	\$2,531,287	(\$107,274)	-4.24%	
23	CareerSource South Florida	305,138	19,720	6.5%	5,989	45,510	9,930	0.161825492	*	\$6,311,994	\$7,704,219	(\$1,392,225)	-18.07%	
24	CareerSource Southwest Florida	96,064	6,206	6.5%	1,883	17,310	6,545	0.052024278		\$2,029,204	\$1,909,344	\$119,860	6.28%	
STATEWIDE TOTALS		1,427,476	92,483	6.5%	28,246	327,765	164,565	1.000000000		\$39,004,937	\$39,004,937	\$0	0.00%	

**Program Year 2020 Workforce Innovation and Opportunity Act
Dislocated Worker Program Local Workforce Development Board Formula Allocations – Level Funding**

		20%	25%	25%	30%		HH	PY 2020	PY 2019		
	LOCAL WORKFORCE DEVELOPMENT BOARDS	UC CLAIMANTS	UC CONCENTRATION	MASS LAYOFF	LONG-TERM UNEMPLOYED	LWDB SHARE	*	FINAL ALLOCATION	FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	653	7,121	6,123	94	0.019973971		\$624,640	\$633,695	(\$9,055)	-1.43%
2	CareerSource Okaloosa Walton	243	3,490	2,304	34	0.008050121		\$251,749	\$261,801	(\$10,052)	-3.84%
3	CareerSource Chipola	119	1,490	1,184	22	0.004220236	*	\$131,978	\$169,401	(\$37,423)	-22.09%
4	CareerSource Gulf Coast	283	3,696	3,185	123	0.013975475		\$437,051	\$641,738	(\$204,687)	-31.90%
5	CareerSource Capital Region	437	5,986	4,777	84	0.016019437		\$500,971	\$503,812	(\$2,841)	-0.56%
6	CareerSource North Florida	149	1,646	1,318	27	0.004801994		\$150,171	\$144,377	\$5,794	4.01%
7	CareerSource Florida Crown	115	1,570	1,033	21	0.003959374		\$123,820	\$139,392	(\$15,572)	-11.17%
8	CareerSource Northeast Florida	2,674	25,529	26,304	447	0.083367495		\$2,607,129	\$2,555,065	\$52,064	2.04%
9	CareerSource North Central Florida	268	4,452	2,648	47	0.009942526		\$310,930	\$319,034	(\$8,104)	-2.54%
10	CareerSource Citrus Levy Marion	727	8,191	6,121	125	0.022926340		\$716,969	\$720,048	(\$3,079)	-0.43%
11	CareerSource Flagler Volusia	1,018	10,562	9,234	187	0.032613711		\$1,019,920	\$960,408	\$59,512	6.20%
12	CareerSource Central Florida	3,944	42,273	40,316	718	0.130966093		\$4,095,666	\$4,012,107	\$83,559	2.08%
13	CareerSource Brevard	837	9,062	7,876	144	0.026830537		\$839,064	\$775,694	\$63,370	8.17%
14	CareerSource Pinellas	1,368	14,713	12,697	241	0.043926418		\$1,373,699	\$1,391,813	(\$18,114)	-1.30%
15	CareerSource Tampa Bay	2,302	23,152	21,915	417	0.073763875		\$2,306,797	\$2,279,225	\$27,572	1.21%
16	CareerSource Pasco Hernando	1,061	11,327	9,390	190	0.033773848		\$1,056,200	\$1,008,945	\$47,255	4.68%
17	CareerSource Polk	1,078	11,280	10,480	190	0.034786426		\$1,087,866	\$1,062,553	\$25,313	2.38%
18	CareerSource Suncoast	861	11,460	7,558	144	0.028558874		\$893,114	\$879,539	\$13,575	1.54%
19	CareerSource Heartland	293	3,186	2,403	56	0.009396068		\$293,841	\$279,032	\$14,809	5.31%
20	CareerSource Research Coast	1,093	10,563	8,894	195	0.033229360		\$1,039,173	\$1,036,962	\$2,211	0.21%
21	CareerSource Palm Beach County	2,376	23,969	21,745	425	0.075148724		\$2,350,105	\$2,332,050	\$18,055	0.77%
22	CareerSource Broward	3,241	31,706	29,269	604	0.102702073		\$3,211,774	\$3,245,789	(\$34,015)	-1.05%
23	CareerSource South Florida	4,027	34,028	35,432	722	0.132160204	*	\$4,133,011	\$4,287,060	(\$154,049)	-3.59%
24	CareerSource Southwest Florida	1,670	20,241	14,529	301	0.054906820		\$1,717,086	\$1,633,184	\$83,902	5.14%
STATEWIDE TOTALS		30,837	320,693	286,735	5,558	1.000000000		\$31,272,724	\$31,272,724	\$0	0.00%

**Program Year 2020 Wagner-Peyser Act
Local Workforce Development Board Formula Allocations – Level Funding**

LOCAL WORKFORCE DEVELOPMENT BOARDS		2/3 CIVILIAN LABOR FORCE	1/3 UNEMPLOYED INDIVIDUALS	LWDB SHARE	PY 2020 FINAL ALLOCATION	PY 2019 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	228,822	7,121	0.022071379	\$591,827	\$586,217	\$5,610	0.96%
2	CareerSource Okaloosa Walton	128,517	3,490	0.011868847	\$318,254	\$314,207	\$4,047	1.29%
3	CareerSource Chipola	41,228	1,490	0.004190987	\$112,378	\$114,318	(\$1,940)	-1.70%
4	CareerSource Gulf Coast	94,657	3,696	0.009907007	\$265,649	\$272,591	(\$6,942)	-2.55%
5	CareerSource Capital Region	189,247	5,986	0.018354103	\$492,151	\$486,939	\$5,212	1.07%
6	CareerSource North Florida	46,562	1,646	0.004695138	\$125,897	\$125,881	\$16	0.01%
7	CareerSource Florida Crown	47,408	1,570	0.004670802	\$125,244	\$125,091	\$153	0.12%
8	CareerSource Northeast Florida	811,753	25,529	0.078575344	\$2,106,938	\$2,073,344	\$33,594	1.62%
9	CareerSource North Central Florida	150,279	4,452	0.014262742	\$382,445	\$378,699	\$3,746	0.99%
10	CareerSource Citrus Levy Marion	201,726	8,191	0.021438531	\$574,858	\$569,447	\$5,411	0.95%
11	CareerSource Flagler Volusia	301,342	10,562	0.030292346	\$812,266	\$803,384	\$8,882	1.11%
12	CareerSource Central Florida	1,394,250	42,273	0.133328720	\$3,575,109	\$3,503,473	\$71,636	2.04%
13	CareerSource Brevard	284,087	9,062	0.027630990	\$740,904	\$721,634	\$19,270	2.67%
14	CareerSource Pinellas	494,185	14,713	0.046977706	\$1,259,672	\$1,256,254	\$3,418	0.27%
15	CareerSource Tampa Bay	750,269	23,152	0.072164851	\$1,935,046	\$1,894,206	\$40,840	2.16%
16	CareerSource Pasco Hernando	309,864	11,327	0.031631776	\$848,182	\$824,236	\$23,946	2.91%
17	CareerSource Polk	305,752	11,280	0.031318969	\$839,794	\$819,411	\$20,383	2.49%
18	CareerSource Suncoast	369,130	11,460	0.035576614	\$953,960	\$941,480	\$12,480	1.33%
19	CareerSource Heartland	76,582	3,186	0.008217906	\$220,357	\$218,039	\$2,318	1.06%
20	CareerSource Research Coast	284,687	10,563	0.029223493	\$783,606	\$777,010	\$6,596	0.85%
21	CareerSource Palm Beach County	733,663	23,969	0.071943936	\$1,929,122	\$1,914,493	\$14,629	0.76%
22	CareerSource Broward	1,040,519	31,706	0.099665819	\$2,672,463	\$2,664,722	\$7,741	0.29%
23	CareerSource South Florida	1,430,744	34,028	0.131113455	\$3,515,708	\$3,828,623	(\$312,915)	-8.17%
24	CareerSource Southwest Florida	621,489	20,241	0.060878539	\$1,632,412	\$1,600,543	\$31,869	1.99%
STATEWIDE TOTALS		10,336,762	320,693	1.000000000	\$26,814,242	\$26,814,242	\$0	0.00%

SFY 2020-21 TANF

Local Workforce Development Board Formula Allocations – Level Funding

LOCAL WORKFORCE DEVELOPMENT BOARDS		50% SNAP	50% WELFARE CASELOAD	RWB SHARE	HH * FY 2020/21 FINAL ALLOCATION	FY 2019/20 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	160,229	2,982	0.025677401	\$1,348,446	\$1,237,142	\$111,304	9.00%
2	CareerSource Okaloosa Walton	63,778	814	0.008691261	\$456,421	\$523,497	(\$67,076)	-12.81%
3	CareerSource Chipola	44,743	713	0.006602136	\$346,711	\$326,457	\$20,254	6.20%
4	CareerSource Gulf Coast	62,886	959	0.009074626	\$476,553	\$524,122	(\$47,569)	-9.08%
5	CareerSource Capital Region	118,120	2,243	0.019621857	\$1,030,440	\$1,093,890	(\$63,450)	-5.80%
6	CareerSource North Florida	51,580	534	0.006244361	\$327,922	\$333,895	(\$5,973)	-1.79%
7	CareerSource Florida Crown	52,548	2,355	0.014956492	\$785,439	\$405,296	\$380,143	93.79%
8	CareerSource Northeast Florida	546,935	8,555	0.079941518	\$4,198,121	\$4,185,395	\$12,726	0.30%
9	CareerSource North Central Florida	88,545	1,440	0.013203033	\$693,356	\$721,345	(\$27,989)	-3.88%
10	CareerSource Citrus Levy Marion	194,719	4,109	0.033506924	\$1,759,613	\$1,687,825	\$71,788	4.25%
11	CareerSource Flagler Volusia	202,957	5,016	0.038404098	\$2,016,788	\$1,970,371	\$46,417	2.36%
12	CareerSource Central Florida	907,817	14,726	0.135186316	\$7,099,297	\$7,467,197	(\$367,900)	-4.93%
13	CareerSource Brevard	153,211	3,058	0.025533316	\$1,340,880	\$1,307,535	\$33,345	2.55%
14	CareerSource Pinellas	231,986	5,461	0.042604043	\$2,237,347	\$2,279,121	(\$41,774)	-1.83%
15	CareerSource Tampa Bay	541,208	8,652	0.079989956	\$4,200,665	\$4,234,638	(\$33,973)	-0.80%
16	CareerSource Pasco Hernando	223,243	5,096	0.040242888	\$2,113,352	\$2,018,484	\$94,868	4.70%
17	CareerSource Polk	321,232	5,684	0.050081587	\$2,630,030	\$2,567,825	\$62,205	2.42%
18	CareerSource Suncoast	159,150	2,900	0.025210618	\$1,323,933	\$1,349,133	(\$25,200)	-1.87%
19	CareerSource Heartland	89,686	2,729	0.019402722	\$1,018,932	\$783,546	\$235,386	30.04%
20	CareerSource Research Coast	171,957	1,239	0.018248643	\$958,326	\$945,647	\$12,679	1.34%
21	CareerSource Palm Beach County	400,362	3,391	0.044890530	\$2,357,422	\$2,225,092	\$132,330	5.95%
22	CareerSource Broward	592,729	6,535	0.073648371	\$3,867,637	\$3,807,264	\$60,373	1.59%
23	CareerSource South Florida	1,229,571	11,923	0.146434761	\$7,690,007	\$8,365,521	(\$675,514)	-8.07%
24	CareerSource Southwest Florida	327,510	4,013	0.042602542	\$2,237,269	\$2,154,669	\$82,600	3.83%
STATEWIDE TOTALS		6,936,702	105,127	1.000000000	\$52,514,907	\$52,514,907	\$0	0.00%



SFWIB EXECUTIVE COMMITTEE

DATE: 4/9/2020

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: WARN NOTIFICATOINS

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **BUILD DEMAND-DRIVEN SYSTEM W/ EMPLOYER ENGAGEMENT**

STRATEGIC PROJECT: **Partner with economic development**

BACKGROUND:

The Worker Adjustment and Retraining Notification Act (WARN) was enacted on August 4, 1988 and became effective on February 4, 1989.

WARN offers protection to workers, their families and communities by requiring employers to provide notice 60 days in advance of covered plant closing and covered mass layoffs. This notice must be provided to either affected workers or their representatives (e.g., a labor union); to state dislocated worker unit; and the appropriate unit of local government.

Employer Coverage:

In general, employers are covered by WARN if they have 100 or more employees, not counting employees who have worked less than 6 months in the last 12 months and not counting employees who work an average of less than 20 hours a week. Private, for-profit employers and private, nonprofit employers are covered, as are public and quasi-public entities which operate in a commercial context and are separately organized from the regular government. Regular Federal, State, and local government entities which provide public services are not covered.

Employee Coverage:

Employees entitled to notice under WARN include hourly and salaried workers, as well as managerial and supervisory employees. Business partners are not entitled to notice.

Reemployment and Emergency Assistance Coordination Team (REACT):

As required by the Workforce Innovation and Opportunity Act (WIOA), the Reemployment and Emergency Assistance Coordination Team (REACT) serves as Florida's state-level rapid response dislocated worker unit responsible for carrying out statewide rapid response activities and overseeing rapid response activities carried out by the local workforce development boards. One of the primary purposes of rapid response is to prevent or minimize the impacts of layoffs and dislocations on workers, businesses and communities. Rapid response ensures immediate access to affected workers to help them quickly re-enter the workforce and plays an important role in providing customer-focused services to both dislocated workers and employers.

Rapid response services are provided when employers submit layoff and business closing notices under the Worker Adjustment and Retraining Notification (WARN) Act and when there is an announcement or notification of a permanent closure (regardless of the number of affected employees), a mass layoff (affecting 50 or more workers), a mass job dislocation resulting from a natural or other disaster, or when a Trade Adjustment Assistance petition is filed.

Examples of rapid response services provided by the local workforce development boards and their local career center service providers include:

- Information and support for affected workers for applying for Reemployment Assistance benefits
- Information on the impacts of layoff on health coverage and other benefits
- Information on and referral to career services, reemployment-focused workshops as well as job referrals and training opportunities
- Referral to community agencies for supportive services
- Arranging job fairs and other special employment events
- Layoff aversion strategies and activities designed to prevent or minimize the duration of unemployment resulting from layoffs

Since the beginning of the 2020 calendar year, CSSF has received a total 22 WARN notifications regarding upcoming employee layoffs. Seventy-seven of the WARN notifications were received just in the month of March. A total of 2,748 employees will receive a layoff notification from their employer.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 4/9/2020

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: NATIONAL EMERGENCY GRANT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **BUILD DEMAND-DRIVEN SYSTEM W/ EMPLOYER ENGAGEMENT**

STRATEGIC PROJECT: **Partner with economic development**

BACKGROUND:

National Emergency Grants (NEGs) are discretionary grants awarded by the Secretary of Labor to states. The funds are reserved and made available for obligation by the Secretary. The purpose of the grant is to expand service capacity at the state and local levels by providing time-limited funding assistance in response to significant dislocation events. NEG funds are available for significant dislocation events that arise from the effects of economic globalization, business fluctuations and unexpected events such as natural disasters. In the case of a natural disaster, the purpose of the funding is to create temporary employment for dislocated workers.

On March 19th, CareerSource South Florida (CSSF) was entreated to submit a funding request to serve displaced workers due to COVID-19. CSSF submitted a request for a little over \$79 million dollars to assist displaced workers within our community (Miami-Dade and Monroe Counties). CSSF staff have been working with Miami-Dade County and a number of municipalities to develop an employment program to temporarily hire the displaced workers until the economy rebounds. The requested NDDWG funding will pay for the program. Additionally, The Florida Department of Economic Opportunity submitted a NDDWG request in the amount of \$158 million dollars to USDOL.

The Disaster-relief temporary workers are allowed to work for governmental and nonprofit agencies. The following are the allowable disaster-relief temporary job activities:

- Projects that provide food, clothing, shelter, and other humanitarian assistance for disaster victims.
- Projects that involve demolition, cleaning, repair, renovation and reconstruction of damaged and destroyed public and nonprofit structures, facilities, and land located within the disaster area. For the COVID-19 national health emergency, the following are examples of potentially allowable temporary jobs:
 - Loading, unloading, packing, delivering food and emergency supplies (may include truck-driving)
 - Delivering to and/or shopping for necessary food and emergency supplies for homebound individuals
 - Backfilling and/or increasing volunteer and/or employee slots when governmental and nonprofit agencies lose volunteers/employees in high-risk categories and face an increased workload due to the

- emergency (e.g., 211, Guardian ad Litem, hospitals, food distribution centers, nursing homes, domestic abuse shelters)
- Healthcare professionals and aides
 - Positions to assess needs and provide assistance and resources to individuals affected by the emergency
 - Sanitation workers

The following is the criteria for the individuals who qualify for disaster-relief employment include:

- People who are temporarily or permanently laid off due to the disaster or emergency
- Dislocated workers
- Individuals who are unemployed six out of the last 13 weeks
- Self-employed individuals who become unemployed or underemployed due to the disaster or emergency

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Municipality	# of NEG Positions	Duration of Project (Weeks)	Wage Rate	# of Career Specialist	# of Work Hrs	PROGRAM COST				ADMINISTRATIVE COST		TOTALS	Cost Per Participant
						Participant Cost	Staffing Company Rate - 36%	Program Staff Cost	Program Supply Cost	Provider Administrative Cost	CSSF Indirect Cost		
City of Opa Locka	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Miami Beach	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Miami	300	26	\$ 16.00	6.0	1,040	\$ 4,992,000	\$ 1,797,120	\$ 133,740	\$ 450,000	\$ 116,748	\$ 1,253,386	\$ 8,742,994	\$ 29,143.31
City of North Miami Beach	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of North Miami	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Homestead	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Miami Gardens	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Florida City	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Hialeah	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
City of Sweetwater	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
MDC - CAHSD	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 44,580	\$ 150,000	\$ 38,916	\$ 417,795	\$ 2,914,331	\$ 29,143.31
Miami-Dade County	200	26	\$ 16.00	4.0	1,040	\$ 3,328,000	\$ 1,198,080	\$ 178,320	\$ 300,000	\$ 95,664	\$ 850,748	\$ 5,950,812	\$ 29,754.06
NANA	100	26	\$ 16.00	2.0	1,040	\$ 1,664,000	\$ 599,040	\$ 89,160	\$ 150,000	\$ 47,832	\$ 425,374	\$ 2,975,406	\$ 29,754.06
United Way of Miami	200	26	\$ 16.00	4.0	1,040	\$ 3,328,000	\$ 1,198,080	\$ 178,320	\$ 300,000	\$ 95,664	\$ 850,748	\$ 5,950,812	\$ 29,754.06
Monroe County	200	26	\$ 18.00	4.0	1,040	\$ 3,744,000	\$ 1,347,840	\$ 178,320	\$ 300,000	\$ 95,664	\$ 946,927	\$ 6,612,751	\$ 33,063.76
City of Key West	100	26	\$ 18.00	2.0	1,040	\$ 1,872,000	\$ 673,920	\$ 89,160	\$ 150,000	\$ 47,832	\$ 473,464	\$ 3,306,376	\$ 33,063.76
City of Marathon	100	26	\$ 18.00	2.0	1,040	\$ 1,872,000	\$ 673,920	\$ 89,160	\$ 150,000	\$ 47,832	\$ 473,464	\$ 3,306,376	\$ 33,063.76
City of Islamorada	100	26	\$ 18.00	2.0	1,040	\$ 1,872,000	\$ 673,920	\$ 89,160	\$ 150,000	\$ 47,832	\$ 473,464	\$ 3,306,376	\$ 33,063.76
City of Key Largo	100	26	\$ 18.00	2.0	1,040	\$ 1,872,000	\$ 673,920	\$ 89,160	\$ 150,000	\$ 47,832	\$ 473,464	\$ 3,306,376	\$ 33,063.76
City of Tavernier	100	26	\$ 18.00	2.0	1,040	\$ 1,872,000	\$ 673,920	\$ 89,160	\$ 150,000	\$ 47,832	\$ 473,464	\$ 3,306,376	\$ 33,063.76
United Way of Florida Keys	100	26	\$ 18.00	2.0	1,040	\$ 1,872,000	\$ 673,920	\$ 89,160	\$ 150,000	\$ 47,832	\$ 473,464	\$ 3,306,376	\$ 33,063.76
TOTALS	2,600	26	\$ 16.67	52.0	21,840	\$ 44,928,000	\$ 16,174,080	\$ 1,738,620	\$ 3,900,000	\$ 1,127,724	\$ 11,345,919	\$ 79,214,343	\$ 30,467.06



SFWIB EXECUTIVE COMMITTEE

DATE: 4/9/2020

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: REVISIONS TO WIOA ADULT AND DISLOCATED WORKER SUPPORT SERVICES PROCEDURES

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Improve service delivery outcomes**

BACKGROUND:

The purpose of this updated procedures is to address the use of Workforce Innovation and Opportunity Act (WIOA) funds for supportive services to eligible participants enrolled in WIOA Adult, and Dislocated Worker programs. The policy updates will provide guidance to better serve current caseloads and displaced workers affected by the Coronavirus (COVID-19) pandemic. Procedures include documentation requirements to show that the supportive service is allowable, reasonable, and not otherwise available to the participant.

The Workforce Innovation and Opportunity Act (WIOA) defines supportive services in WIOA Sec. 3(59) as services such as transportation, childcare, dependent care, housing, and needs-related payments, that are necessary to enable an individual to participate in activities authorized under this Act.

If and when a WIOA participants is in need supportive services, Career Center provider staff will follow the attached procedures.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



PROCEDURE TRANSMITTAL

SUBJECT:	WIOA ADULT AND DISLOCATED WORKER SUPPORT SERVICES POLICY	Procedural/Guidance No.:
APPLIES TO:	One-Stop Operators and Career Centers	Effective Date:
		Revised Date:
		Expiration Date:
REFERENCE:	TEGL 19-16	

A. PURPOSE

To ensure the appropriate use of Supportive Services and Needs Related Payments (NRP) for WIOA Adult and Dislocated Worker program participants.

B. BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) provides program guidelines for supportive services for adults and dislocated workers defined in WIOA Sections 3(59) and 134(d)(2) and (3). Support services are services that are necessary to enable an individual to participate in activities authorized under WIOA. Supportive services may only be provided to participants who are:

- (a) Participating in Title I career services or training activities as defined in WIOA secs. 134(c)(2) and (3); and
- (b) Unable to obtain supportive services through other programs providing such services. Supportive services only may be provided when they are necessary to enable individuals to participate in career services or training activities. All WIOA-enrolled adults and dislocated workers are eligible for supportive services as defined in WIOA Section 3(59). The exception is NRPs, which are a form of supportive service available only to adults and dislocated workers who are enrolled in training.

Approved By:
Rick Beasley, Executive Director

Issued by:
David Gilbert

Supportive Service Eligibility

Supportive services may be made available for participants who may need additional assistance, as determined through comprehensive assessments. These assessments, and all supportive services provided, must be documented in the participant's Individual Employment Plan (IEP), Individual Responsibility Plan (IRP), as well as appropriately recorded in Employed Miami Dade/Employ Monroe (EMD/EM). The participant should also have a plan in writing on how they will provide these services on a continuous basis.

Supportive services shall be provided to eligible WIOA participants that are:

1. Enrolled in WIOA career services and training activities; and
2. Unable to obtain the supportive service through any other resource or program providing such services.

These services are limited and must be made in accordance with other community resources. When providing supportive services it must be insured that the service could not be provided by another resource, the resource is not readily accessible, or there is a crucial need that referrals to other resources would delay the delivery of the support service creating a hardship to the participant.

Requesting Supportive Services

Supportive services requests should be recorded and/or updated in the IEP as indicated by the participant. Documentation for the need of service should be obtained and placed in the participant's file. These services will only be granted if the participant is in compliance with program participation in career services and training activities. Satisfactory performance must be documented such as the type of career services and training activities the participant is currently participating in. Requests for support services must be completed in the Support Services Portal.

Categories of Support Services and Supporting Documentation

Supportive services, as described in 20 CFR 680.900, for adults and dislocated workers may include, but are not limited to:

A. Transportation Assistance

1. Mileage reimbursement is for the cost of using a personal vehicle. The cost of a bus pass can also be paid with support services.
 - Supporting Documentation:
 - Odometer reading is used to determine the mileage when traveling in order to participate in WIOA supported activities and is tracked by using the Mileage Sheet. If there are discrepancies, the difference will be documented using Google Map to determine the reason. Mileage is reimbursed at \$.XX per mile. The documentation to reimbursement mileage should be submitted no later than two (2) weeks at a time. The maximum amount reimbursed can be no more than \$XX; the minimum amount is \$XX. Reimbursement for mileage must be submitted no later than 3 days after the last day of travel
 - Receipt from Bus Company.

2. Vehicle repairs to ensure the vehicle is drivable, safe and legal. Vehicle repair will not cover routine maintenance
 - Supporting Documentation:
 - A copy of the vehicle's title or registration must be obtained and must list the name of the adult or dislocated worker. In the case of vehicle repair, there must be at least two estimates for the cost of repairing the vehicle. If the vehicle has been towed or needs to be towed to a repair facility, only one estimate is required. If the initial repair estimate is \$XX or less, a second estimate is not required. Invoice from the vendor must include an itemized list of repairs, parts, labor, date services provided, cost of repair along with the name of the participant.
 3. Auto Insurance to assist a participant to prevent the loss of coverage or to obtain insurance. This amount will not exceed \$XX
 - Supporting Documentation:
 - Insurance company invoice listing the name of the participant, period of coverage and amount due.
 4. Car Note can be paid for one month if the payment is not past due for more than two (2) months.
 - Supporting Documentation:
 - A letter from the company that holds the loan for the car payment that includes the amount owed along with the participant's name.
- B. Child and Dependent Care payments will be made to licensed providers only.
- Supporting Documentation:
 - Invoice listing the participant's name, child/dependent's name, dates of service and amount.
- C. Linkages to area community services should be made available to the participants for services that are not available in the Career center or if the funding is limited. Each center should have a listing of the agencies in the community that provide these services.
- D. Housing Assistance
1. A one-time payment will be made to cover one month of rent or mortgage for a participant.
 - Supporting Documentation:
 - Written lease or rental/mortgage agreement listing the participant's name, the current address, and an original notice on letterhead from the landlord with the name, address and telephone number that includes the name of the participant, amount of rent due and the dates for which the rent is due.
 2. Utilities that will be assisted with are electric, water and sewer and gas to prevent disconnection.
 - Supporting Documentation:

- The original bill or disconnection notice with the participant's name, current address and amount due and due date.
- E. Assistance with educational testing will be paid through the Individual Training Account. The participant must be active in training for the testing fee to be paid.
- F. Reasonable accommodations for individuals with disabilities may be made available by contacting the Regional ADA Coordinator.
- G. Referrals to health care services may include medical, dental and optical care. All other available resources should be checked prior to authorizing support services for health care.
 - Supporting Documentation:
 - Estimates from a health care provider or an itemized invoice from a health care provider
- H. Clothing, Uniforms, Tools
 - Assistance with uniforms or other appropriate work attire and work related tools can be provided when required by an employer or as determined necessary by the Career Advisor. The set limits on clothing and tool items will be as follows:
 - Clothing not to exceed \$XX
 - Uniforms not to exceed \$XX
 - Tools not to exceed \$XX
- I. Assistance with book, fees, school supplies, and other necessary items for students enrolled in post-secondary education classes will be paid through the Individual Training Account. The participant must be active in training for the testing fee to be paid.
- J. Payments and fees for employment and training-related applications, tests, and certifications will be paid through the Individual Training Account. The participant must be active in training for the testing fee to be paid.
- K. Legal aid services will not be provided through Region 23 Workforce Board. Participants will be referred to Legal Service of Greater Miami who provides free civil legal services.
- L. Needs Related Payments (NPRs) are designed to provide a participant with financial assistance for the purpose of enabling them to participate in training services. NPRs help participants meet their non-training expenses and complete training successfully. The participant must be enrolled in a training program described in WIOA sec. 134(d)(3)(B), however payments may be provided if the participant has been accepted in a training program that will begin within 30 calendar days. 20 CFR 680.930, 680.940, 680.950, 680.960, 680.970

An Adult must:

- A. Be unemployed;
- B. Not qualify for, or have ceased qualifying for, unemployment compensation; and
- C. Be enrolled in a program of training services under WIOA.

A Dislocated Worker must:

- A. Be unemployed; and

Approved By:
Rick Beasley, Executive Director

Issued by:
David Gilbert

- B. Have ceased to qualify for unemployment compensation or trade readjustment allowance under TAA; and
- C. Be enrolled in a program of training services by the end of the 13th week after the most recent layoff that resulted in a determination of the worker's eligibility as a dislocated worker, or, if later, by the end of the 8th week after the worker that a short term layoff will exceed 6 months; or
- D. Be unemployed did not qualify for unemployment compensation or trade readjustment assistance under TAA and be enrolled in a program of training services under WIOA.

Support Services Limits

The maximum amount of supportive service payments during a participant's participation is \$XXXX. Amounts that exceed the maximum amount must be approved by the Executive Director prior to the issuance of services. In the event the support service payment does not fully cover the cost of the service the participant must indicate how the entire cost of the service will be paid. This must be documented in the case notes.

Emergency Support Services

Emergency supportive services may be issued in the case of a major disaster as determined by federal or state regulations. The Executive Director may approve support services that surpass the stated limits.

Supportive Service Prohibitions

Unallowable costs not meeting the conditions of supportive services may include, but are not limited to:

- A. Payment toward goods or services incurred or received prior to WIOA eligibility;
- B. Payment toward goods or services that are being provided by another institution;
- C. Fines and penalties, such as for parking tickets, moving violations and fines for late utility payments;
- D. Taxes, except for sales taxes and gasoline taxes, such as income taxes, and business payroll taxes (for employers).
- E. Child support;
- F. Legal fees, except for legal aid such as bail and restitution, if specified in CareerSource South Florida policy;
- G. Debts that have been turned over to a collection agency;
- H. The purchase of goods or services that are illegal under any federal, state, local, or municipal law or statute;
- I. The purchase of cigarettes, alcoholic beverages or firearms; and
- J. Union dues.



SFWIB EXECUTIVE COMMITTEE

DATE: 4/9/2020

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: SUMMER YOUTH EMPLOYMENT PROGRAM FOR THE CITY OF HOMESTEAD

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee to recommend the following three items to the Board; (1) the approval to accept \$50,000 general revenue funds from the City of Homestead for a Summer Youth Employment Program; (2) allocate matching funds of \$100,000 in TANF dollars; and (3) allocate funds to Youth Co-Op, Inc., as set forth below.

STRATEGIC GOAL: **DEDICATED COMMITMENT TO YOUTH PARTICIPATION**

STRATEGIC PROJECT: **Emphasize work-based learning and training**

BACKGROUND:

The City of Homestead City Council, under the leadership of Mayor Steven D. Losner, agreed to enter into a partnership with the South Florida Workforce Investment Board (SFWIB) to provide employment opportunities to up to 87 youth residents of the City of Homestead. The SFWIB will provide summer job placement for youth between the ages of 15 to 18. Youth enrolled in the program will also receive employability skills training.

As part of the partnership, the City of Homestead will provide \$50,000 in general revenue to the SFWIB toward the program. The SFWIB will provide \$100,000 in Temporary Assistance for Needy Families (TANF) funds. The total amount being allocated for the program is \$150,000 for the Summer Youth Employment Program (SYEP). The program will provide entry-level positions with local businesses, public sector and community-based organizations to the City of Homestead's future workforce.

The youth participants will earn \$9.00 per hour for a total of 140 hours, 20 of which is for work readiness training. Youth will also receive financial literacy training from Center State Bank and information related to budgeting and investing.

Youth CO-OP, Inc. will be responsible for administering the program, which includes payroll, recruitment, job placement, and work readiness training for the youth participants. The program is scheduled to take place beginning April 9, 2020 through August 11, 2020.

FUNDING: City of Homestead General Revenue and Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT