



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

### **Executive Committee Meeting**

**THURSDAY, June 10, 2021**

**8:00 A.M.**

CareerSource South Florida Headquarters  
7300 Corporate Center Drive  
Conference Room 2  
Miami, Florida 33126

### **AGENDA**

1. Call to Order and Introductions
2. Approval of Executive Committee Meeting Minutes
  - A. April 8, 2021
3. Information – 2021-2022 In-State Allocations
4. Information - SFWIB Strategic Plan Update
5. Information - House Bill 1507 - Workforce Related Programs and Services Update
6. Recommendation as to Approval to Renew Existing Workforce Services Contract for Program Year 2021-2022
7. Recommendation as to Approval to Renew Existing Youth Services Contract for Program Year 2021-2022
8. Recommendation as to Approval to Allocate Funds for the Miami-Dade County Public Schools for the Miami-Dade Pre-Apprenticeship Internship Program
9. Recommendation as to Approval of TechHire Internship Program
10. Recommendation as to Approval of Amendments to the By-Laws of the SFWIB

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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:** May 13, 2021

**AGENDA ITEM NUMBER:** 2A

### **MEETING MINUTES**

**April 8, 2021 at 8:15 A.M**

**CareerSource South Florida Headquarters**

<b>EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE</b>	<b>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</b>	<b>AUDIENCE:</b>
<ol style="list-style-type: none"> <li>1. Perez, Andy, <i>Chairman</i> (Virtual)</li> <li>2. Gibson, Charles, <i>Vice-Chairman</i> (Virtual)</li> <li>3. del Valle, Juan Carlos (Virtual)</li> <li>4. Ferradaz, Gilda (In-Person)</li> </ol>	<ol style="list-style-type: none"> <li>5. Garza, Maria</li> </ol> <p><b>SFWIB STAFF</b></p> <p>Beasley, Rick            Almonte, Ivan            Anderson, Frances            Gilbert, David            Jean-Baptiste, Antoinette            Kelly, Travis</p>	

Agenda items are displayed in the order they were discussed.

**1. Call to Order and Introductions**

SFWIB Chairman Andy Perez called the meeting to order at 8:18am, asked all those present introduce themselves, and noted into record that a quorum had been achieved.

**2. Approval of Meeting Minutes of January 28, 2021**

Vice-Chairman Perez moved the approval of January 28, 2021 meeting minutes.

Motion seconded by Ms. Gilda Ferradaz; **Motion Passed by Unanimous Consent**

**4. Recommendation as to Approval to Allocate National Dislocated Worker Grant Funds for Miami Dade County and Circle of Brotherhood, Inc. Projects**

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

SFWIB Vice-Chairman Gibson verified whether if this included two separate projects. Mr. Beasley responded, "Yes".

Vice-Chairman Gibson asked whether if funds would be directly disbursed to the Mayor's office. Mr. Beasley responded, "No" then further explained that funding would be allocated to CSSF's contracted staffing agencies. The circle of brotherhood, Mayor's office and county offices would be the considered worksites.

Vice-Chairman Gibson moved the approval to allocate national dislocated worker grant funds for Miami-Dade County and Circle of Brotherhood, Inc. projects. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed by Unanimous Consent**

**5. Recommendation as to Approval to Allocate Funds for the Miami-Dade County Legislative Internship Project**

Chairman Perez inquired about the funding amount and Mr. Beasley responded up to \$100,000. He additionally noted this would potentially be a year round initiative.

Ms. Ferradaz inquired about the number of students and Mr. Beasley responded 13 plus students.

She furthermore asked whether if this would be a paid internship program. Mr. Beasley responded, "Yes" and provided further details.

Mr. del Valle commended this initiative. He noted this mirrors a Management Trainee Program spearheaded by the Miami-Dade County Manager's office former Budget Director and former Deputy Mayor Jennifer Glazer Moon, former Assistant County Managers George Burges and Alina Hudak (former Deputy Mayor) as well as other county leaders who began their management careers via this program.

Mr. Beasley briefly explained the delays with launching this initiative. He further explained that he's currently working with Assistant County Attorney Shanika Graves (in partnership with the Board of County Commissioner's office) on an item related to this initiative.

Ms. Ferradaz further asked whether if this is a four-month duration. Mr. Beasley further explained, this program would last beyond the four-month period (possibly year round).

Mr. Juan Carlos del Valle moved the approval. Motion seconded by Vice-Chairman Charles Gibson; **Motion Passed Unanimously**

**3. Information – Executive Director’s Report**

**3.a. CareerSource South Florida (CSSF) Program Year 2019-2020 Annual Report**

**3.b. USDOL Targeted Program Compliance and assistance Review (TPCAR) Update**

**3.c. Refugee Employment and Training Contract Update**

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

Job Training Program Administrator, Travis Kelly provided details on current findings.

Chairman Perez questioned the number of findings and requested a Plan of Corrective Action strategy. He noted that staff (Business Services Manager Cheri Kavehersi along with Adults Program Manager David Gilbert worked on a report).

Mr. Beasley noted that both David Gilbert and Travis Kelley would be assigned to a Policy Work Group in partnership with the Department of Economic Opportunity (DEO). Chairman Perez requested minutes be taken for these meetings.

Mr. Beasley provided details on required exits.

Mr. Gilbert further discussed the various programs that would be impacted.

Mr. Beasley additionally noted future funding cuts for Refugee Programs. As such, the following organizations would potentially be impacted:

- Youth Co-Op, Inc.
- Community Coalition, Inc.
- Adults Mankind Organization (AMOR)
- Cuban American National Council, Inc.

He further provided updates on Operation Impact, Tech Hire Initiatives, Employ Miami-Dade and other current programs.

Chairman Perez shared his concerns regarding the challenges of employing candidates as a result to the extension of unemployment compensation.

Mr. del Valle commended Mr. Beasley on his presentation at the recent HR conference. He furthermore inquired about the relaunch of American Workforce Act. Mr. Beasley explained challenges of Workforce Boards receiving stimulus funds.

There was continued discussions.

[Chairman Gibson left the meeting room]

Mr. Beasley noted all regions were impacted by the pandemic.

Mr. Beasley noted possible closures of career centers and downsizing headquarter office space and having colleges take over career centers.

**New Business(es):**

- Updates on upcoming job fairs
- Challenges with recruiting qualified candidates due to recent extension of unemployment compensation.
- The launch of this year's summer youth employment initiatives (generate the economy, less crime rate, and promote career pathways).
- Mr. Beasley's upcoming meeting with Ron Painter from the National Association Workforce Board (NAWB).

There being no further business to come before the Committee, meeting adjourned at 9:06am.



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 3

**AGENDA ITEM SUBJECT:** USDOL FLORIDA WIOA COMPREHENSIVE MONITORING REVIEW UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **STRONG WORKFORCE SYSTEM LEADERSHIP**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

### **BACKGROUND:**

On April 21, 2021, The Florida Department of Economic Opportunity sent notification to local workforce areas draft In-state allocations for program year 2021-22. The draft LWDB allocations are based on the Training and Employment Guidance Letter 16-19. Based on the draft allocations, CSSF will be allocated \$28,910,569 million dollars in new funding. The allocation is a \$1,342,452 increase in funding.

The following chart outlines the In-State WIOA allocation Workforce Area 23:

<b>Programs</b>	<b>PY20-21</b>	<b>PY21-22</b>	<b>Difference</b>	<b>% Difference</b>
Youth	\$5,757,219	\$6,052,303	\$295,084	5.13%
Adult	\$6,536,834	\$6,823,057	\$286,223	4.38%
Dislocated Worker	\$4,032,484	\$4,611,926	\$579,442	14.37%
TANF	\$7,690,007	\$7,802,614	\$112,607	1.46%
Wagner-Peyser	\$3,551,573	\$3,620,669	\$69,096	1.95%
<b>TOTAL</b>	<b>\$27,568,117</b>	<b>\$28,910,569</b>	<b>\$1,342,452</b>	<b>4.87%</b>

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

**Program Year 2021 Workforce Innovation and Opportunity Act  
Local Workforce Development Board Formula Allocations**

	LOCAL WORKFORCE DEVELOPMENT BOARDS	WIOA ADULT	WIOA YOUTH	WIOA DISLOCATED WORKER	PY 2021 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	\$751,996	\$923,305	\$553,306	\$2,228,607	(\$191,505)	-7.91%
2	CareerSource Okaloosa Walton	\$304,651	\$249,684	\$225,815	\$780,150	\$25,591	3.39%
3	CareerSource Chipola	\$305,131	\$266,386	\$132,520	\$704,037	(\$1,560)	-0.22%
4	CareerSource Gulf Coast	\$427,639	\$376,038	\$474,357	\$1,278,034	(\$171,664)	-11.84%
5	CareerSource Capital Region	\$826,206	\$1,574,862	\$441,816	\$2,842,884	(\$306,724)	-9.74%
6	CareerSource North Florida	\$298,139	\$284,702	\$129,516	\$712,357	(\$22,806)	-3.10%
7	CareerSource Florida Crown	\$256,568	\$308,799	\$115,738	\$681,105	(\$80,761)	-10.60%
8	CareerSource Northeast Florida	\$2,413,309	\$2,449,751	\$2,269,881	\$7,132,941	(\$920,511)	-11.43%
9	CareerSource North Central Florida	\$551,404	\$1,116,143	\$606,036	\$2,273,583	\$118,134	5.48%
10	CareerSource Citrus Levy Marion	\$1,269,215	\$1,215,446	\$631,875	\$3,116,536	(\$317,982)	-9.26%
11	CareerSource Flagler Volusia	\$1,082,114	\$1,024,279	\$870,775	\$2,977,168	\$106,999	3.73%
12	CareerSource Central Florida	\$5,213,533	\$5,285,749	\$4,951,378	\$15,450,660	\$5,086,518	49.08%
13	CareerSource Brevard	\$794,019	\$694,968	\$710,030	\$2,199,017	(\$30,605)	-1.37%
14	CareerSource Pinellas	\$1,451,045	\$1,180,590	\$1,216,030	\$3,847,665	\$451,328	13.29%
15	CareerSource Tampa Bay	\$2,500,031	\$2,687,954	\$2,016,532	\$7,204,517	(\$984,918)	-12.03%
16	CareerSource Pasco Hernando	\$1,099,748	\$998,758	\$908,070	\$3,006,576	(\$195,613)	-6.11%
17	CareerSource Polk	\$1,572,344	\$1,518,661	\$977,854	\$4,068,859	(\$401,617)	-8.98%
18	CareerSource Suncoast	\$1,015,077	\$840,533	\$782,645	\$2,638,255	\$75,161	2.93%
19	CareerSource Heartland	\$552,958	\$589,773	\$251,899	\$1,394,630	(\$172,954)	-11.03%
20	CareerSource Research Coast	\$1,077,229	\$958,379	\$912,902	\$2,948,510	(\$66,985)	-2.22%
21	CareerSource Palm Beach County	\$2,283,314	\$2,134,174	\$2,058,802	\$6,476,290	(\$91,812)	-1.40%
22	CareerSource Broward	\$3,215,001	\$2,806,837	\$3,234,937	\$9,256,775	\$1,346,940	17.03%
23	CareerSource South Florida	\$6,823,057	\$6,052,303	\$4,611,926	\$17,487,286	\$1,160,771	7.11%
24	CareerSource Southwest Florida	\$2,102,229	\$1,889,957	\$1,473,156	\$5,465,342	(\$250,944)	-4.39%
	STATEWIDE TOTALS	\$38,185,957	\$37,428,031	\$30,557,796	\$106,171,784	\$4,162,481	4.08%

**Program Year 2021 Workforce Innovation and Opportunity Act  
Adult Program Local Workforce Development Board Formula Allocations**

	LOCAL WORKFORCE DEVELOPMENT BOARDS	AREA OF SUBSTANTIAL UNEMPLOYMENT			ECONOMICALLY DISADVANTAGED		LWDB	HH	PY 2021	PY 2020		
		LABOR	UNEMPLOYED		Total	Excess			FINAL	FINAL		
		FORCE	Total	Rate					ALLOCATION	ALLOCATION		
1	CareerSource Escarosa	114,954	7,434	6.5%	41,790	38,968	0.019692993	*	\$751,996	\$800,503	(\$48,507)	-6.06%
2	CareerSource Okaloosa Walton	46,607	3,014	6.5%	21,615	20,033	0.007978084		\$304,651	\$277,949	\$26,702	9.61%
3	CareerSource Chipola	3,631	253	7.0%	25,000	24,496	0.007990673	*	\$305,131	\$306,497	(\$1,366)	-0.45%
4	CareerSource Gulf Coast	50,527	3,272	6.5%	21,215	20,059	0.011198862	*	\$427,639	\$550,046	(\$122,407)	-22.25%
5	CareerSource Capital Region	90,047	5,856	6.5%	40,125	37,809	0.021636379	*	\$826,206	\$904,571	(\$78,365)	-8.66%
6	CareerSource North Florida	22,113	1,427	6.5%	25,780	25,210	0.007807546		\$298,139	\$299,105	(\$966)	-0.32%
7	CareerSource Florida Crown	5,903	385	6.5%	20,915	20,331	0.006718898	*	\$256,568	\$285,826	(\$29,258)	-10.24%
8	CareerSource Northeast Florida	416,819	26,916	6.5%	128,970	118,913	0.063198855	*	\$2,413,309	\$2,717,289	(\$303,980)	-11.19%
9	CareerSource North Central Florida	58,213	3,780	6.5%	30,035	28,185	0.014439966	*	\$551,404	\$604,819	(\$53,415)	-8.83%
10	CareerSource Citrus Levy Marion	165,109	10,685	6.5%	58,350	55,847	0.033237752	*	\$1,269,215	\$1,395,820	(\$126,605)	-9.07%
11	CareerSource Flagler Volusia	244,728	15,798		58,470	54,739	0.028338022		\$1,082,114	\$951,725	\$130,389	13.70%
12	CareerSource Central Florida	1,387,138	92,079	6.6%	217,270	199,948	0.136530121		\$5,213,533	\$3,104,663	\$2,108,870	67.93%
13	CareerSource Brevard	172,365	11,143	6.5%	44,825	41,288	0.020793471		\$794,019	\$743,985	\$50,034	6.73%
14	CareerSource Pinellas	325,012	20,982	6.5%	79,745	73,605	0.037999432		\$1,451,045	\$1,154,776	\$296,269	25.66%
15	CareerSource Tampa Bay	467,760	30,224	6.5%	119,555	110,254	0.065469917	*	\$2,500,031	\$2,841,496	(\$341,465)	-12.02%
16	CareerSource Pasco Hernando	248,053	16,064	6.5%	58,025	54,177	0.028799806	*	\$1,099,748	\$1,128,116	(\$28,368)	-2.51%
17	CareerSource Polk	306,813	20,097	6.6%	66,330	62,498	0.041175982	*	\$1,572,344	\$1,740,233	(\$167,889)	-9.65%
18	CareerSource Suncoast	234,552	15,161	6.5%	54,215	49,671	0.026582458		\$1,015,077	\$928,766	\$86,311	9.29%
19	CareerSource Heartland	51,899	3,376	6.5%	31,355	30,406	0.014480659	*	\$552,958	\$614,134	(\$61,176)	-9.96%
20	CareerSource Research Coast	227,324	14,686	6.5%	53,715	50,184	0.028210070	*	\$1,077,229	\$1,054,352	\$22,877	2.17%
21	CareerSource Palm Beach County	558,694	36,120	6.5%	114,350	105,356	0.059794602		\$2,283,314	\$2,223,785	\$59,529	2.68%
22	CareerSource Broward	830,074	53,563	6.5%	152,310	139,463	0.084193278		\$3,215,001	\$2,565,226	\$649,775	25.33%
23	CareerSource South Florida	655,905	42,308	6.5%	318,205	300,776	0.178679771	*	\$6,823,057	\$6,536,834	\$286,223	4.38%
24	CareerSource Southwest Florida	480,400	31,005	6.5%	112,795	105,116	0.055052403		\$2,102,229	\$2,190,118	(\$87,889)	-4.01%
	STATEWIDE TOTALS	7,164,640	465,628	6.5%	1,894,960	1,767,332	1.000000000		\$38,185,957	\$35,920,634	\$2,265,323	6.31%



**Program Year 2021 Workforce Innovation and Opportunity Act  
Youth Program Local Workforce Development Board Formula Allocations**

		AREA OF SUBSTANTIAL UNEMPLOYMEN			ECONOMICALLY				PY 2021	PY 2020		
		LABOR	UNEMPLOYED		DISADVANTAGED		LWDB	HH	FINAL	FINAL		
	LOCAL WORKFORCE DEVELOPMENT BOARDS	FORCE	Total	Rate	Total	Excess	SHARE	*	ALLOCATION	ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	114,954	7,434	6.5%	9,625	6,803	0.024668821	*	\$923,305	\$1,010,161	(\$86,856)	-8.60%
2	CareerSource Okaloosa Walton	46,607	3,014	6.5%	3,155	1,573	0.006671037		\$249,684	\$230,984	\$18,700	8.10%
3	CareerSource Chipola	3,631	253	7.0%	2,530	2,026	0.007117288	*	\$266,386	\$270,332	(\$3,946)	-1.46%
4	CareerSource Gulf Coast	50,527	3,272	6.5%	2,665	1,509	0.010046953	*	\$376,038	\$473,231	(\$97,193)	-20.54%
5	CareerSource Capital Region	90,047	5,856	6.5%	16,765	14,449	0.042077080	*	\$1,574,862	\$1,756,250	(\$181,388)	-10.33%
6	CareerSource North Florida	22,113	1,427	6.5%	3,205	2,635	0.007606648	*	\$284,702	\$289,539	(\$4,837)	-1.67%
7	CareerSource Florida Crown	5,903	385	6.5%	3,795	3,211	0.008250461	*	\$308,799	\$355,231	(\$46,432)	-13.07%
8	CareerSource Northeast Florida	416,819	26,916	6.5%	23,895	13,838	0.065452301	*	\$2,449,751	\$2,792,446	(\$342,695)	-12.27%
9	CareerSource North Central Florida	58,213	3,780	6.5%	12,630	10,780	0.029821045	*	\$1,116,143	\$1,247,263	(\$131,120)	-10.51%
10	CareerSource Citrus Levy Marion	165,109	10,685	6.5%	9,135	6,632	0.032474226	*	\$1,215,446	\$1,339,167	(\$123,721)	-9.24%
11	CareerSource Flagler Volusia	244,728	15,798	6.5%	9,540	5,809	0.027366630		\$1,024,279	\$923,331	\$100,948	10.93%
12	CareerSource Central Florida	1,387,138	92,079	6.6%	41,870	24,548	0.141224356		\$5,285,749	\$3,263,429	\$2,022,320	61.97%
13	CareerSource Brevard	172,365	11,143	6.5%	6,955	3,418	0.018568121		\$694,968	\$666,981	\$27,987	4.20%
14	CareerSource Pinellas	325,012	20,982	6.5%	10,995	4,855	0.031542948		\$1,180,590	\$901,274	\$279,316	30.99%
15	CareerSource Tampa Bay	467,760	30,224	6.5%	24,470	15,169	0.071816600	*	\$2,687,954	\$3,097,249	(\$409,295)	-13.21%
16	CareerSource Pasco Hernando	248,053	16,064	6.5%	8,835	4,987	0.026684756	*	\$998,758	\$1,043,562	(\$44,804)	-4.29%
17	CareerSource Polk	306,813	20,097	6.6%	11,275	7,443	0.040575489	*	\$1,518,661	\$1,668,836	(\$150,175)	-9.00%
18	CareerSource Suncoast	234,552	15,161	6.5%	7,835	3,291	0.022457310		\$840,533	\$762,937	\$77,596	10.17%
19	CareerSource Heartland	51,899	3,376	6.5%	5,350	4,401	0.015757512	*	\$589,773	\$666,756	(\$76,983)	-11.55%
20	CareerSource Research Coast	227,324	14,686	6.5%	7,875	4,344	0.025605928	*	\$958,379	\$947,246	\$11,133	1.18%
21	CareerSource Palm Beach County	558,694	36,120	6.5%	19,235	10,241	0.057020746		\$2,134,174	\$2,051,372	\$82,802	4.04%
22	CareerSource Broward	830,074	53,563	6.5%	23,310	10,463	0.074992909		\$2,806,837	\$2,210,953	\$595,884	26.95%
23	CareerSource South Florida	655,905	42,308	6.5%	45,510	28,081	0.161705064	*	\$6,052,303	\$5,757,197	\$295,106	5.13%
24	CareerSource Southwest Florida	480,400	31,005	6.5%	17,310	9,631	0.050495771		\$1,889,957	\$1,850,846	\$39,111	2.11%
	STATEWIDE TOTALS	7,164,640	465,628	6.5%	327,765	200,137	1.000000000		\$37,428,031	\$35,576,573	\$1,851,458	5.20%

**Program Year 2021 Workforce Innovation and Opportunity Act  
Dislocated Worker Program Local Workforce Development Board Formula Allocations**

	LOCAL WORKFORCE DEVELOPMENT BOARDS	20% UC CLAIMANTS	25% UC CONCENTRATION	25% MASS LAYOFF	30% LONG-TERM UNEMPLOYED	LWDB SHARE	HH *	PY 2021 FINAL ALLOCATION	PY 2020 FINAL ALLOCATION	DIFFEREN CE	%
1	CareerSource Escarosa	4,195	14,811	65,659	615	0.018106869	*	\$553,306	\$609,448	(\$56,142)	-9.21%
2	CareerSource Okaloosa Walton	2,140	7,499	36,961	260	0.007389754	*	\$225,815	\$245,626	(\$19,811)	-8.07%
3	CareerSource Chipola	583	2,440	12,035	86	0.004336715	*	\$132,520	\$128,768	\$3,752	2.91%
4	CareerSource Gulf Coast	1,666	5,800	32,147	223	0.015523277	*	\$474,357	\$426,421	\$47,936	11.24%
5	CareerSource Capital Region	2,986	11,154	48,994	462	0.014458364	*	\$441,816	\$488,787	(\$46,971)	-9.61%
6	CareerSource North Florida	771	2,903	12,347	107	0.004238409	*	\$129,516	\$146,519	(\$17,003)	-11.60%
7	CareerSource Florida Crown	676	2,760	12,920	105	0.003787505	*	\$115,738	\$120,809	(\$5,071)	-4.20%
8	CareerSource Northeast Florida	15,239	51,480	224,281	2,310	0.074281571	*	\$2,269,881	\$2,543,717	(\$273,836)	-10.77%
9	CareerSource North Central Florida	2,119	8,263	258,332	320	0.019832458		\$606,036	\$303,367	\$302,669	99.77%
10	CareerSource Citrus Levy Marion	4,172	15,336	67,064	596	0.020678013	*	\$631,875	\$699,531	(\$67,656)	-9.67%
11	CareerSource Flagler Volusia	6,922	22,763	111,474	1,044	0.028495998	*	\$870,775	\$995,113	(\$124,338)	-12.49%
12	CareerSource Central Florida	46,972	131,013	698,837	8,174	0.162033216		\$4,951,378	\$3,996,050	\$955,328	23.91%
13	CareerSource Brevard	5,640	19,014	92,912	860	0.023235625	*	\$710,030	\$818,656	(\$108,626)	-13.27%
14	CareerSource Pinellas	10,946	34,244	169,560	1,621	0.039794427	*	\$1,216,030	\$1,340,287	(\$124,257)	-9.27%
15	CareerSource Tampa Bay	17,654	54,543	257,794	2,565	0.065990742	*	\$2,016,532	\$2,250,690	(\$234,158)	-10.40%
16	CareerSource Pasco Hernando	6,783	23,380	109,570	1,027	0.029716485	*	\$908,070	\$1,030,511	(\$122,441)	-11.88%
17	CareerSource Polk	9,432	28,516	133,005	1,523	0.032000153		\$977,854	\$1,061,407	(\$83,553)	-7.87%
18	CareerSource Suncoast	7,261	25,064	119,173	1,048	0.025611969		\$782,645	\$871,391	(\$88,746)	-10.18%
19	CareerSource Heartland	1,270	5,209	19,851	183	0.008243366	*	\$251,899	\$286,694	(\$34,795)	-12.14%
20	CareerSource Research Coast	6,067	20,831	95,101	911	0.029874611	*	\$912,902	\$1,013,897	(\$100,995)	-9.96%
21	CareerSource Palm Beach County	17,191	54,292	188,925	2,697	0.067374044	*	\$2,058,802	\$2,292,945	(\$234,143)	-10.21%
22	CareerSource Broward	31,513	88,505	487,432	4,876	0.105862886		\$3,234,937	\$3,133,656	\$101,281	3.23%
23	CareerSource South Florida	44,501	107,070	747,323	7,407	0.150924718		\$4,611,926	\$4,032,484	\$579,442	14.37%
24	CareerSource Southwest Florida	13,309	44,603	211,102	2,011	0.048208825	*	\$1,473,156	\$1,675,322	(\$202,166)	-12.07%
	STATEWIDE TOTALS	260,008	781,493	4,212,799	41,031	1.000000000		\$30,557,796	\$30,512,096	\$45,700	0.15%

**Program Year 2021 Wagner-Peyser Act  
Local Workforce Development Board Formula Allocations**

	LOCAL WORKFORCE DEVELOPMENT BOARDS	CIVILIAN LABOR FORCE	UNEMPLOYED INDIVIDUALS	PY 2021 FINAL ALLOCATION	PY 2020 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	228,267	14,811	\$578,269	\$597,865	(\$19,596)	-3.28%
2	CareerSource Okaloosa Walton	128,298	7,499	\$315,486	\$321,501	(\$6,015)	-1.87%
3	CareerSource Chipola	41,120	2,440	\$103,054	\$113,525	(\$10,471)	-9.22%
4	CareerSource Gulf Coast	92,699	5,800	\$244,679	\$268,359	(\$23,680)	-8.82%
5	CareerSource Capital Region	184,429	11,154	\$457,832	\$497,172	(\$39,340)	-7.91%
6	CareerSource North Florida	46,053	2,903	\$115,683	\$127,181	(\$11,498)	-9.04%
7	CareerSource Florida Crown	47,184	2,760	\$116,050	\$126,522	(\$10,472)	-8.28%
8	CareerSource Northeast Florida	805,285	51,480	\$2,031,132	\$2,128,433	(\$97,301)	-4.57%
9	CareerSource North Central Florida	146,109	8,263	\$356,084	\$386,346	(\$30,262)	-7.83%
10	CareerSource Citrus Levy Marion	202,195	15,336	\$537,813	\$580,723	(\$42,910)	-7.39%
11	CareerSource Flagler Volusia	296,431	22,763	\$791,695	\$820,553	(\$28,858)	-3.52%
12	CareerSource Central Florida	1,341,377	131,013	\$3,905,867	\$3,611,581	\$294,286	8.15%
13	CareerSource Brevard	281,881	19,014	\$722,451	\$748,463	(\$26,012)	-3.48%
14	CareerSource Pinellas	484,510	34,244	\$1,259,815	\$1,272,522	(\$12,707)	-1.00%
15	CareerSource Tampa Bay	755,307	54,543	\$1,977,327	\$1,954,787	\$22,540	1.15%
16	CareerSource Pasco Hernando	310,330	23,380	\$823,617	\$856,835	(\$33,218)	-3.88%
17	CareerSource Polk	316,495	28,516	\$893,915	\$848,362	\$45,553	5.37%
18	CareerSource Suncoast	361,510	25,064	\$934,374	\$963,692	(\$29,318)	-3.04%
19	CareerSource Heartland	74,923	5,209	\$199,291	\$222,605	(\$23,314)	-10.47%
20	CareerSource Research Coast	282,169	20,831	\$743,943	\$791,600	(\$47,657)	-6.02%
21	CareerSource Palm Beach County	717,237	54,292	\$1,906,506	\$1,948,803	(\$42,297)	-2.17%
22	CareerSource Broward	1,018,802	88,505	\$2,839,558	\$2,699,727	\$139,831	5.18%
23	CareerSource South Florida	1,336,466	107,070	\$3,620,669	\$3,551,573	\$69,096	1.95%
24	CareerSource Southwest Florida	615,254	44,603	\$1,612,685	\$1,649,065	(\$36,380)	-2.21%
	<b>STATEWIDE TOTALS</b>	<b>10,114,331</b>	<b>781,493</b>	<b>\$27,087,795</b>	<b>\$27,087,795</b>	<b>\$0</b>	<b>0.00%</b>

**SFY 2021-22 TANF**  
**Local Workforce Development Board Formula Allocations – Level Funding**

LOCAL WORKFORCE DEVELOPMENT BOARDS		50% SNAP	50% WELFARE CASELOAD	LWDB SHARE	HH * FY 2021/22 FINAL ALLOCATION	FY 2020/21 FINAL ALLOCATION	DIFFERENCE	%	
1	CareerSource Escarosa	178,163	4,887	0.025100500		\$1,318,150	\$1,348,446	(\$30,296)	-2.25%
2	CareerSource Okaloosa Walton	72,029	1,595	0.009045961		\$475,048	\$456,421	\$18,627	4.08%
3	CareerSource Chipola	49,981	1,111	0.006289236		\$330,279	\$346,711	(\$16,432)	-4.74%
4	CareerSource Gulf Coast	72,219	1,574	0.008996875		\$472,470	\$476,553	(\$4,083)	-0.86%
5	CareerSource Capital Region	129,757	3,594	0.018381450		\$965,300	\$1,030,440	(\$65,140)	-6.32%
6	CareerSource North Florida	57,080	1,169	0.006893713		\$362,023	\$327,922	\$34,101	10.40%
7	CareerSource Florida Crown	58,020	1,463	0.010203402	*	\$535,831	\$785,439	(\$249,608)	-31.78%
8	CareerSource Northeast Florida	622,944	17,118	0.087852285		\$4,613,554	\$4,198,121	\$415,433	9.90%
9	CareerSource North Central Florida	98,680	2,390	0.012985793		\$681,948	\$693,356	(\$11,408)	-1.65%
10	CareerSource Citrus Levy Marion	216,361	6,432	0.031920955		\$1,676,326	\$1,759,613	(\$83,287)	-4.73%
11	CareerSource Flagler Volusia	232,587	6,599	0.034165942	*	\$1,794,221	\$2,016,788	(\$222,567)	-11.04%
12	CareerSource Central Florida	1,080,720	23,787	0.135307576		\$7,105,664	\$7,099,297	\$6,367	0.09%
13	CareerSource Brevard	171,601	4,226	0.022784043		\$1,196,502	\$1,340,880	(\$144,378)	-10.77%
14	CareerSource Pinellas	259,708	8,652	0.041011473		\$2,153,714	\$2,237,347	(\$83,633)	-3.74%
15	CareerSource Tampa Bay	619,011	15,668	0.083414254		\$4,380,492	\$4,200,665	\$179,827	4.28%
16	CareerSource Pasco Hernando	250,920	7,950	0.038439454		\$2,018,644	\$2,113,352	(\$94,708)	-4.48%
17	CareerSource Polk	371,569	8,245	0.046713794		\$2,453,170	\$2,630,030	(\$176,860)	-6.72%
18	CareerSource Suncoast	185,996	4,843	0.025454947		\$1,336,764	\$1,323,933	\$12,831	0.97%
19	CareerSource Heartland	95,613	1,810	0.015445430	*	\$811,115	\$1,018,932	(\$207,817)	-20.40%
20	CareerSource Research Coast	201,147	2,722	0.020248904		\$1,063,369	\$958,326	\$105,043	10.96%
21	CareerSource Palm Beach County	478,206	6,192	0.047331479		\$2,485,608	\$2,357,422	\$128,186	5.44%
22	CareerSource Broward	734,775	11,384	0.078137057		\$4,103,360	\$3,867,637	\$235,723	6.09%
23	CareerSource South Florida	1,436,704	20,807	0.148578985		\$7,802,614	\$7,690,007	\$112,607	1.46%
24	CareerSource Southwest Florida	394,588	7,266	0.045296492		\$2,378,741	\$2,237,269	\$141,472	6.32%
STATEWIDE TOTALS		8,068,379	171,484	1.000000000		\$52,514,907	\$52,514,907	\$0	0.00%

\*Indicates 90% Hold Harmless in Effect



## **FWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 4

**AGENDA ITEM SUBJECT:** 2016-2020 STRATEGIC GOALS OPERATIONAL PLAN UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **STRONG WORKFORCE SYSTEM LEADERSHIP**

**STRATEGIC PROJECT:** **National leader in an ROI-focused enterprise**

### **BACKGROUND:**

At its June 21, 2018 meeting, the FWIB approved revised strategies to the 2016-2020 Strategic Goals Operational Plan. The goals are expected to influence future policy discussions and funding decisions. The following are the approved strategic goals:

- Goal 1: Build a Demand-Driven System with Employer Engagement
- Goal 2: Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery
- Goal 3: Improve Services for Individuals with Barriers
- Goal 4: Dedicated Commitment to Youth Participation
- Goal 5: High ROI through Continuous Improvements
- Goal 6: Strong Workforce System Leadership

As part of the implementation efforts, FWIB staff developed a tool to track the six strategic goals as they are accomplished. The Strategic Goal Operational Plan Monitoring Tool assists staff in tracking which strategies have been utilized, addresses initiatives and strategies yet to be implemented, as well as, the overall progress in achieving the goals.

The attached report summarizes the initiatives and strategies implemented to accomplish the six goals during the 2020-2021 program year to date. A meeting of the Board will be scheduled to discuss the 2020-2024 Strategic Goals.

**FUNDING:** N/A

**PERFORMANCE:** N/A

**ATTACHMENT**

# STRATEGIC GOALS OPERATIONAL PLAN

## GOAL 1 STRATEGIES:

**A.** Engage Employers and Seek Continuous Feedback

**B.** Ensure all service providers and Career Centers implement employer engagement in their operations

**C.** Partner with Economic Development to Assist Targeted Industries

**D.** Close the skills gap through work-based learning

**E.** Create entrepreneurship initiatives

**GOAL 1**  
**Build a Demand-Driven System with Employer Engagement**

### INITIATIVES:

#### Collaborative Partners:

- CareerSource Florida
- Department of Economic Opportunity
- Business Leaders
- Local Chambers of Commerce
- Beacon Council
- SFWIB Business Services Unit
- SFWIB Unit Managers
- OCOG Target Industry Committees
- Industry Associations
- Trade Associations
- Economic Development entities
- CSSF Service/Training Partners
- Colleges, Universities, and School Boards

## GOAL 2 STRATEGIES:

**A.** Develop Integrated Business Service Teams

**B.** Maximize use of the Employ Florida Marketplace (EFM) Among Workforce System Partners

**C.** Strengthen the Partnership with WIOA Required Partners

**D.** Seek excellence in customer service

**E.** Improve the efficiency of career center operations

**GOAL 2**  
**Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery**

### INITIATIVES:

#### Collaborative Partners:

- Service and Training Providers
- Local Small Businesses
- SFWIB Business Services
- Staffing Agencies
- Community Based Partners
- WIOA Required Partners
- Human Resources Associations

## GOAL 3 STRATEGIES:

**A.** Develop specific programs and initiatives

**B.** Improve Employment Outcomes

**C.** Ensure compliance with WIOA Section 188

**GOAL 3**  
**Improve Services for Individuals with Barriers**

### INITIATIVES:

#### Collaborative Partners:

- WIOA Required Partners
- Light House for the Blind
- Mental Health Agencies
- Florida Department of Law Enforcement Office
- Department of Corrections
- Community Based Organizations
- Faith Based Organizations
- Service and Training Providers
- Business Community
- U.S. Southern Command

# STRATEGIC GOALS OPERATIONAL PLAN (continued)

## GOAL 4 STRATEGIES:

A. Expand Career Exploration and Pathways Programs

B. Joint Contribution for Youth Career Pathway Models

C. Youth Entrepreneurial Skills Training Programs

D. Improve Service Delivery and Outcomes

### GOAL 4

**Dedicated Commitment to Youth Participation**

## INITIATIVES:

### Collaborative Partners:

- CareerSource Florida
- Department of Economic Opportunity
- Youth Service Providers
- Community and Faith Based Organizations
- Miami-Dade and Monroe Counties Public Schools
- Colleges and Universities
- Post-Secondary Education Institutions
- Training Providers
- Business Community
- Local and State Government Agencies

## GOAL 5 STRATEGIES:

A. Enhance CSSF Performance System

B. Improve Credential Outcomes for Job Seekers

C. Provide Technical Assistance to Service Providers

### GOAL 5

**High ROI Through Continuous Improvement**

## INITIATIVES:

### Collaborative Partners:

- US Department of Labor
- CareerSource Florida
- Department of Economic Opportunity
- Service and Training Providers
- Economic Development Agencies
- Community Based Organizations

## GOAL 6 STRATEGIES:

A. National Leader in an ROI-Focused Enterprise

B. Use LMI Data for Policy Development

C. Maximizing Collaborative Partnerships

D. Strengthen Workforce System Accountability

E. Enhance Board Leadership

### GOAL 6

**Strong Workforce System Leadership**

## INITIATIVES:

### Collaborative Partners:

- CareerSource Florida
- Department of Economic Opportunity
- Chambers of Commerce
- Beacon Council
- The School Board
- Business Leaders



**STRATEGIC GOALS OPERATIONAL PLAN MONITORING TOOL**

STRATEGIES					GOAL 1
A.	B.	C.	D.	E.	
Engage Employers and Seek Continuous Feedback	Ensure all service providers and career centers implement employers engagement in their operations	Partner with Economic Development to Assist Targeted Industries	Close the skills gap through work-based learning	Create entrepreneurship initiatives	Build a Demand-Driven System with Employer Engagement
Number of Agendas Utilizing These Strategies					Number of Agendas Utilizing This Goal
0	0	0	0	0	6

STRATEGIES					GOAL 2
A.	B.	C.	D.	E.	
Develop Integrated Business Service Teams	Maximize use of the Employ Florida Marketplace (EFM) Among Workforce System Partners	Strengthen the Partnership with WIOA Required Partners	Seek excellence in customer service	Improve the efficiency of career center operations	Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery
Number of Agendas Utilizing These Strategies					Number of Agendas Utilizing This Goal
0	0	0	0	0	6

STRATEGIES			GOAL 3
A.	B.	C.	
Develop specific programs and initiatives	Improve Employment Outcomes	Ensure compliance with WIOA Section 188	Improve Services for Individuals with Barriers
Number of Agendas Utilizing These Strategies			Number of Agendas Utilizing This Goal
0	8	0	9

STRATEGIES				GOAL 4
A.	B.	C.	D.	
Expand Career Exploration and Pathways Programs	Joint Contribution for Youth Career Pathway Models	Youth Entrepreneurial Skills Training Programs	Improve Service Delivery and Outcomes	Dedicated Commitment to Youth Participation
Number of Agendas Utilizing These Strategies				Number of Agendas Utilizing This Goal
0	11	0	0	16

STRATEGIES			GOAL 5
A.	B.	C.	
Enhance CSSF Performance System	Improve Credential Outcomes for Job Seekers	Provide Technical Assistance to Service Providers	High ROI Through Continuous Improvement
Number of Agendas Utilizing These Strategies			Number of Agendas Utilizing This Goal
4	6	0	14

STRATEGIES					GOAL 6
A.	B.	C.	D.	E.	
National Leader in an ROI-Focused Enterprise	Use LMI Data for Policy Development	Maximizing Collaborative Partnerships	Strengthen Workforce System Accountability	Enhance Board Leadership	Strong Workforce System Leadership
Number of Agendas Utilizing These Strategies					Number of Agendas Utilizing This Goal
0	2	1	7	0	13



GOAL 1 - Build A Demand Driven System with Employer Engagement

						PERFORMANCE OUTCOMES					
#	BOARD MEETING DATE	AGENDA ITEM SUBJECT	AGENDA ITEM TYPE	RECOMMENDATION TYPE	STRATEGY	FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	08/20/20	COVID-19 Layoff Aversion Fund Update	Informational	Initiative	Develop Integrated Business Service Teams	\$ -	N/A	N/A	N/A	N/A	N/A
2	08/20/20	Rapid Response and Layoff Aversion Pilot Extensions	Approval	Initiative	Develop Integrated Business Service Teams	\$ 50,000.00	N/A	N/A	N/A	N/A	N/A
3	10/15/20	DEO and SFWIB Grantee-Subgrantee Agreement	Informational	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
4	10/15/20	WIOA Layoff Aversion Fund Update	Informational	Initiative	Develop Integrated Business Service Teams	N/A	N/A	N/A	N/A	N/A	N/A
5	10/15/20	Layoff Aversion Fund Additional Funding Request Allocation	Approval	Initiative	Develop Integrated Business Service Teams	\$ 1,500,000.00	N/A	N/A	N/A	N/A	N/A
6	10/15/20	Opa-Locka CDC Layoff Aversion Fund Application Request	Approval	Initiative	Partner with Economic Development to Assist Targeted Industries	\$ 10,000.00	N/A	N/A	N/A	N/A	N/A
7	04/15/21	WIOA Layoff Aversion Fund Update	Informational	Initiative	Develop Integrated Business Service Teams	N/A	N/A	N/A	N/A	N/A	N/A
8											
9											
10											
TOTAL:						\$ 1,560,000.00		0	\$ -	\$0.00	\$0.00

6

0

Enhance Board Leadership

**GOAL 2 - Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery**

						PERFORMANCE OUTCOMES					
#	BOARD MEETING DATE	AGENDA ITEM SUBJECT	AGENDA ITEM TYPE	RECOMMENDATION TYPE	STRATEGY	FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	08/20/20	WIOA Performance Indicators and Measures	Informational	Programmatic	Enhance CSSF Performance System	N/A	N/A	N/A	N/A	N/A	N/A
2	10/15/20	National Dislocated Worker Grant Funds for the City of North Miami Project	Approval	Initiative	Develop specific programs and initiatives	\$ 582,120.00	30	Pending	N/A	N/A	N/A
3	10/15/20	National Dislocated Worker Grant Funds for the Florida Memorial University Project	Approval	Initiative	Develop specific programs and initiatives	\$ 87,412.50	15	Pending	N/A	N/A	N/A
4	04/15/21	Occupational Supply/Demand Policy	Approval	Policy	Use LMI Data for Policy Development	N/A	N/A	N/A	N/A	N/A	N/A
5	04/15/21	Targeted Occupational List Policy	Approval	Policy	Use LMI Data for Policy Development	N/A	N/A	N/A	N/A	N/A	N/A
6	04/15/21	YWCA Cloud and Security Administration Certification Training	Approval	Programmatic	Close the Digital Skills Gap through work-based learning	\$ 200,000.00	\$ 20.00	Pending	\$ 10,000.00	\$ 2.63	Pending
7											
8											
Total:						\$ 669,532.50		0	\$ -	\$0.00	\$0.00

**GOAL 3 - Improve Services for Individuals with Barriers**

#	BOARD MEETING DATE	AGENDA ITEM SUBJECT	AGENDA ITEM TYPE	RECOMMENDATION TYPE	STRATEGY	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	08/20/20	Refugee Employment and Training Program Performance	Informational	Programmatic	Improve Employment Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
2	10/15/20	Refugee Services Contractors	Approval	Programmatic	Improve Employment Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
3	10/15/20	Accept and Allocate DCF Refugee Employment and Training Program Funds	Approval	Programmatic	Maximizing Collaborative Partnerships	\$ 6,797,741.00	N/A	N/A	N/A	N/A	N/A
4	10/15/20	Miami Community Ventures	Approval	Programmatic	Improve Employment Outcomes	\$ 300,000.00	200	Pending	N/A	N/A	N/A
5	10/15/20	Refugee Employment and Training Program Performance	Informational	Programmatic	Improve Employment Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
6	04/15/21	Acceptance of Additional Workforce System Funding	Approval	Programmatic	Improve Employment Outcomes	\$ 88,412.00	N/A	N/A	N/A	N/A	N/A
7	04/15/21	Employed Worker Training (EWT) Application for Monroe County Sheriff's Office	Approval	Programmatic	Close the Digital Skills Gap through work-based learning	\$ 26,641.17	9	Pending	\$ 2,960.13	N/A	N/A
8	04/15/21	Acceptance of Additional Workforce System Funding	Approval	Programmatic	Improve Employment Outcomes	\$ 564,682.00	N/A	N/A	N/A	N/A	N/A
9	04/15/21	Refugee Employment and Training Program Performance	Informational	Programmatic	Improve Employment Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
10											
11											
12											
13											
14											
15											
Total:						\$ 7,777,476.17		0	\$ 2,960.13	\$0.00	\$0.00

**GOAL 4 - Dedicated Commitment to Youth Participation**

#	BOARD MEETING DATE	Agenda Item Subject	Agenda Item Type	RECOMMENDATION TYPE	Strategy	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENT	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	08/20/20	TechHire Summer Boot Camp Training Update	Informational	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ -	N/A	N/A	N/A	N/A	N/A
2	08/20/20	Summer Youth Internship Program Update	Informational	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ -	N/A	N/A	N/A	N/A	N/A
3	08/20/20	TechHire Summer Boot Camp Update	Informational	Programmatic	Joint Contribution for Youth Career Pathways Models	N/A	N/A	N/A	N/A	N/A	N/A
4	08/20/20	Miami Dade County Public Schools for the Miami-Dade Youth Pre-Apprenticeship Career and Technical Training Initiative	Approval	Initiative	Joint Contribution for Youth Career Pathways Models	\$ 250,000.00	194	N/A	N/A	N/A	N/A
5	08/20/20	Marathon High School Fire Academy	Approval	Initiative	Joint Contribution for Youth Career Pathways Models	\$ 90,000.00	12	Pending	N/A	N/A	N/A
6	08/20/20	Take Stock in Children Scholarship Program	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 250,000.00	35	35	N/A	N/A	N/A
7	08/20/20	Approval to Allocate Funds for the TechHire Boot Camp Program	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 250,000.00	500	Pending	N/A	N/A	N/A
8	08/20/20	TechHire Summer Boot Camps	Approval	Programmatic	Close the Digital Skills Gap through work-based learning	\$ 500,000.00	322	Pending	N/A	N/A	N/A
9	08/20/20	Youth Services Balanced Scorecard Update	Informational	Programmatic	Improve Service Delivery and Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
10	10/15/20	Summer Youth Employment Program Update	Discussion	Programmatic	Close the Digital Skills Gap through work-based learning	N/A	N/A	N/A	N/A	N/A	N/A
11	10/15/20	Summer Youth Internship Program Update	Informational	Programmatic	Close the Digital Skills Gap through work-based learning	N/A	N/A	N/A	N/A	N/A	N/A
12	10/15/20	Tech-Hire Summer Boot Camps Update	Informational	Programmatic	Close the Digital Skills Gap through work-based learning	N/A	N/A	N/A	N/A	N/A	N/A
13	04/15/21	Future Bankers Training Camp Program	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 125,000.00	48	Pending	N/A	N/A	N/A
14	04/15/21	Approval of Allocation for Miami-Dade County Commission Legislation Internship Program	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 100,000.00	N/A	N/A	N/A	N/A	N/A
15	04/15/21	Summer Internship Program	Approval	Programmatic	Close the Digital Skills Gap through work-based learning	\$ 1,500,000.00	N/A	N/A	N/A	N/A	N/A
16	04/15/21	Youth Services Balanced Scorecard Update	Informational	Programmatic	Joint Contribution for Youth Career Pathways Models	N/A	N/A	N/A	N/A	N/A	N/A
17											
18											
19											
20											
21											
22											
23											
24											
25											
26											
27											
Total:						\$ 3,065,000.00		0	\$ -	\$0.00	\$0.00

GOAL 5 - High ROI Through Continuous Improvement

#	BOARD MEETING DATE	Agenda Item Subject	Agenda Item Type	RECOMMENDATION TYPE	Strategy	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENTS	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	08/20/20	Accept Fiscal Year 2018-2019 Audit Reports	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
2	08/20/20	WIOA Retention Payment Allocations	Approval	Programmatic	Enhance CSSF Performance System	\$ 6,750.00	N/A	N/A	N/A	N/A	N/A
3	08/20/20	Consumer Report Card Update	Informational	Programmatic	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
4	10/15/20	Existing Training Provider and Programs	Approval	Programmatic	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
5	10/15/20	Financial Report	Informational	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
6	10/15/20	Acceptance of Workforce System Funding	Approval	Programmatic	Improve Employment Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
7	10/15/20	Workforce Services Balanced Scorecard Report	Informational	Programmatic	Enhance CSSF Performance System	N/A	N/A	N/A	N/A	N/A	N/A
8	10/15/20	Consumer Report Card Update	Informational	Programmatic	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
9	04/15/21	New Training Provider and Program	Approval	Programmatic	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
10	04/15/21	Fiscal Audit Approval	Approval	Programmatic	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
11	04/15/21	Financial Report	Informational	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
12	04/15/21	Existing Training Provider and Programs	Approval	Programmatic	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
13	04/15/21	Workforce Services Balanced Scorecard Report	Informational	Programmatic	Enhance CSSF Performance System	N/A	N/A	N/A	N/A	N/A	N/A
14	04/15/21	Consumer Report Card Update	Informational	Programmatic	Improve Credential Outcomes for Job Seekers	N/A	N/A	N/A	N/A	N/A	N/A
15											
16											
17											
18											
Total:						\$ 6,750.00		0	\$ -	\$0.00	\$0.00

**Goal 6 - Strong Workforce System Leadership**

#	BOARD MEETING DATE	Agenda Item Subject	Agenda Item Type	RECOMMENDATION TYPE	Strategy	PERFORMANCE OUTCOMES					
						FUNDING	NUMBER OF PARTICIPANTS		PARTICIPANT DETAILS	RETURN ON INVESTMENTS	
						INVESTMENT AMOUNT	PROJECTED	ACTUAL	COST Per	PROJECTED	ACTUAL
1	08/20/20	Request Temporary Authorization for the SFWIB Staff to provide direct Employment and Training Services in Five CareerSource Centers	Approval	Programmatic	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
2	08/20/20	Approval to Authorize SFWIB Staff to Execute a One-Year Contract for Auditing Services	Approval	Programmatic	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
3	08/20/20	Acceptance of WIOA State Level Supplemental Funds	Approval	Programmatic	Close the Digital Skills Gap through work-based learning	\$ 1,546,830.00	N/A	N/A	N/A	N/A	N/A
4	08/20/20	Acceptance of Military Family Employment Advocacy Program Funds	Approval	Programmatic	Close the Digital Skills Gap through work-based learning	\$ 76,552.00	N/A	N/A	N/A	N/A	N/A
5	08/20/20	COVID-19 Pademic Distance Education Waiver	Informational	Policy	Improve Service Delivery and Outcomes	N/A	N/A	N/A	N/A	N/A	N/A
6	10/15/20	National Dislocated Worker Grant Fund Projects	Approval	Initiative	Develop specific programs and initiatives	\$ 803,159.00	41	Pending	N/A	N/A	N/A
7	04/15/21	SFWIB Meeting Calendar	Approval	Policy	Maximizing Collaborative Partnerships	N/A	N/A	N/A	N/A	N/A	N/A
8	04/15/21	Amendments to the By-Laws	Approval	Policy	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
9	04/15/21	USDOL Florida WIOA Comprehensive Monitoring Review Update	Informational	Programmatic	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
10	04/15/21	Florida College Plan Scholarships	Approval	Programmatic	Joint Contribution for Youth Career Pathways Models	\$ 1,002,631.63	\$ 143.00	Pending	N/A	N/A	N/A
11	04/15/21	National Dislocated Worker Grant Fund Projects	Approval	Initiative	Develop specific programs and initiatives	\$ 800,310.00	\$ 60.00	Pending	N/A	N/A	N/A
12	04/15/21	Authorization for SFWIB Staff to Execute a One Year Contract for External Auditing Services	Approval	Programmatic	Strengthen Workforce System Accountability	\$ 75,000.00	N/A	N/A	N/A	N/A	N/A
13	04/15/21	Temporary Contract for a One-Stop Career Center Operator	Approval	Programmatic	Strengthen Workforce System Accountability	N/A	N/A	N/A	N/A	N/A	N/A
14											
15											
16											
17											
18											
19											
Total:						\$ 4,304,482.63		0	\$ -	\$0.00	\$0.00



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 5

**AGENDA ITEM SUBJECT:** FLORIDA HOUSE BILL 1507 UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **STRENGTHEN THE ONE-STOP DELIVERY SYSTEM**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

### **BACKGROUND:**

On April 14, 2021, Florida House Bill (HB) 1507 was passed with bipartisan support and with none of the legislators voting in opposition of the bill. Initially filed in the Florida House of Representatives on March 1, 2021, the bill was put forth and passed due in part to the federal audit conducted by the United States Department of Labor (USDOL) that revealed weaknesses in the CareerSource Florida network; and because legislators were of the opinion that “Floridians have been hamstrung by an outdated and fragmented workforce system that puts more emphasis on inputs rather than outcomes”.

### **Key Points**

1. Bills (HB 1505 & 1507) passed on April 14, 2021 with bipartisan support.
2. Passed as a result of a federal audit that revealed weaknesses in the CareerSource network.
3. The bills were passed because legislators felt “Floridians have been hamstrung by an outdated and fragmented workforce system that puts more emphasis on inputs rather than outcomes.”
4. Creates the Office of Reimagining Education and Career Help (REACH) Act.
5. Bills require workforce programs meet actual outcome standards.
6. Credential is defined.
7. Requires digital credentialing.
8. Automated consumer-first workforce system.
9. Revises various provisions related to apprenticeship and pre-apprenticeship programs
10. Money back (tuition) guarantee program. This program allows students a/k/a participants to get their money back if they cannot get a job within six months of completing workforce programs.

11. Ensures job seekers and students are confident that Florida is closer than ever to providing the most unified and exceptional workforce system in the nation to help them land and grow in an in-demand careers.
12. Outlines what is promoted as the most significant redesign of the workforce system of any other state in America.
13. Revises and creates provisions relating to workforce services including renaming the Workforce Estimating Conference to the “Labor Market Estimating Conference”.
14. Improves every Floridian’s opportunity to achieve self-sufficiency via a system-wide holistic approach.
15. Requirement for certain contracts to be performance based.
16. Both bills total 140 pages (HB 1505=21 pages & HB 1507=119) that aim to create a “more efficient pipeline from the classroom to the workplace by streamlining state career resources and providing accountability across all new programs”.

The bill’s effective date is slated for July 1, 2021. A copy of the full analysis is attached for the review of the Committee.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*



## Workforce Bills Analysis Notes

### Key Points

1. Bills (HB 1505 & 1507) passed on April 14, 2021 with bipartisan support.
2. Passed as a result of a federal audit that revealed weaknesses in the CareerSource network.
3. The bills were passed because legislators felt “Floridians have been hamstrung by an outdated and fragmented workforce system that puts more emphasis on inputs rather than outcomes.”
4. Creates the Office of Reimagining Education and Career Help (REACH) Act.
5. Bills require workforce programs meet actual outcome standards.
6. Credential is defined.
7. Requires digital credentialing.
8. Automated consumer-first workforce system.
9. Revises various provisions related to apprenticeship and pre-apprenticeship programs
10. Money back (tuition) guarantee program. This program allows students a/k/a participants to get their money back if they cannot get a job within six months of completing workforce programs.
11. Ensures job seekers and students are confident that Florida is closer than ever to providing the most unified and exceptional workforce system in the nation to help them land and grow in an in-demand careers.
12. Outlines what is promoted as the most significant redesign of the workforce system of any other state in America.
13. Revises and creates provisions relating to workforce services including renaming the Workforce Estimating Conference to the “Labor Market Estimating Conference”.
14. Improves every Floridian’s opportunity to achieve self-sufficiency via a system-wide holistic approach.
15. Requirement for certain contracts to be performance based.
16. Both bills total 140 pages (HB 1505=21 pages & HB 1507=119) that aim to create a “more efficient pipeline from the classroom to the workplace by streamlining state career resources and providing accountability across all new programs”.

### Detailed Bill Summary

#### HB 1507 - Reimagining Education and Career Help Act (REACH)

Initially filed in the House on March 1, 2021; Read for the third time in House, amendment 642307 adopted and passed with 117 Yeas & 0 Nays on April 14, 2021; and Referred to Appropriations on April 19, 2021.

1. Bill’s focus is on workforce related programs and services.
2. Establishes the new REACH Office in the Governor’s Office to coordinate all the access points for education and career help.

3. Streamlines and coordinates data collection among Florida's workforce and education programs. The bill will only fund workforce partners that can show results.
4. Establishes the workforce opportunity portal.
5. Revises requirements for Workforce Innovation and Opportunity Act Title I funds.
6. Creates and revises provisions relating to workforce services including the Labor Market Estimating Conference (LMEC) formerly known as the Workforce Estimating Conference (WEC). Removes requirements for the WEC and provides requirements for the LMEC.
7. Requires certain strategic plans to use labor projections identified by the Labor Market Estimating Conference.
8. Revises the composition of the state board. Requires the state board to appoint a Credentials Review Committee for a specified purpose; provides the composition of the committee; requires certain information to be accessible to the public; provides duties and requirements of the committee; specifies the entities that can authorize certain expenditures; provides and revises requirements for the state board in order to achieve certain purposes; requires the state board, in consultation with the Department of Economic Opportunity, to submit a report to the Governor and Legislature; provides and revises reporting requirements; requires the state board to assign and make public a letter grade for each local workforce development board based on certain criteria; removes certain auditing authority of the Auditor General; and requires local performance accountability measures to be based on identified local area needs (amends s. 49 445.006, F.S.).
9. Provides requirements for the State plan for workforce development.
10. Requires local workforce development boards to provide quarterly reports to the state board with certain information.
11. Requires certain information be accessible on the website of a local workforce development boards or the DEO.
12. Provides term limits for members of local boards and requires the actions of the local board to be consistent with federal and state law. Provides requirements for certain contracts between a local board and certain entities.
13. Requires the DEO to review certain documentation when considering whether to approve a contract and removes the authority for a local board to review a decision by the DEO to deny a contract.
14. Requires participants of the Quick Response Training Program to earn at or above minimum wage.
15. Requires a local board to disclose certain compensation information to the DEO (amends s. 445.009, F.S.).
16. Requires a certain final payment amount to Individual Training Accounts (amends s. 445.011, F.S.).
17. The state board is required to appoint a Credentials Review Committee to identify non-degree credentials and degree credentials of value for approval by the state board and inclusion on the Master Credentials List. Such credentials must include registered apprenticeship programs, industry certifications, licenses, advanced technical certificates, college credit certificates, career certificates, applied technology diplomas, associate degrees, baccalaureate degrees, and graduate degrees.

18. Defines "Credential" as an apprenticeship certificate, industry certification, license, advanced technical certificate, college credit certificate, career certificate, applied technology diploma, associate in applied science degree, associate in science degree, bachelors of applied science degree, and bachelors of science degree.
19. Provides that industry certification is achieved when a student receives a credential that is identified on the Master Credentials List.
20. Industry certification is amended as a voluntary process through which students are assessed by an independent, third-party certifying entity using predetermined standards for knowledge, skills, and competencies, resulting in the award of a credential that is identified on the Master Credentials List under s. 445.004(4).
21. Removes the CAPE Postsecondary Industry Certification Funding List.
22. Specifies where the Department of Education has to identify CAPE Digital Tool certificates; removes the deadline for such identification; removes specified skills that have to be mastered; authorizes courses identified in the CAPE Industry Certification Funding List to articulate for college credit; and removes the course limits.
23. Waivers.
24. The Strategic Efforts to Achieve Self-Sufficiency (SEAS) program was created within the Strengthening Alignment between Industry and Learning (SAIL) to 60 Initiative, which consists of the following:
  - a) Consumer-First Workforce System portal;
  - b) The Open Door Grant; and
  - c) The Money-Back Guarantee Program.
25. Provides requirements for a workforce development metrics dashboard.
26. Provides responsibilities of the Florida Talent Development Council (FS 1004.015) relating to the healthcare workforce in the State.
27. Pre-apprenticeship & apprenticeship program grants.
28. An automated Consumer-First Workforce System. The system will be consumer focused on improving a participant's access to services and effectively measuring the success of job training and job placement. Provides for the efficient and effective operation and management of the workforce development system.
29. Money back guarantee program. Certain participants at Florida schools would get their tuition back if they cannot get a job within six months of completing workforce programs, which include maintaining good attendance, attending career events and enrolling in an internship or apprenticeship, among others. Similar to a program in Texas.
30. Requires a career and education planning course to include certain resources (amends FS 1003.42). Also requires a specified character development curriculum to include certain instruction and resources.
31. Digital credential courses. The chair of the State Board of Education and the chair of the Board of Governors, or their designees, shall jointly appoint faculty committees to identify the competencies within the general education core courses which demonstrate career readiness and will result in the award of a verifiable and interoperable nationally recognized digital

credential. All public postsecondary educational institutions shall grant and accept the identified digital credential. Beginning in 2022-2023 and thereafter, each student must be able to distinguish in the institution's or university's catalog which general education core courses are linked to earning a digital credential.

32. Student career service centers.
33. Legislators feel this bill will "improve every Floridian's opportunity to achieve self-sufficiency, we must take a system-wide holistic approach".
34. Bill focuses on job losses caused by the COVID-19 pandemic which makes support for job seekers even more important.

### **HB 1505 – Workforce Programs and Services**

Initially filed in the House on March 1, 2021; Passed with 116 Yeas & 0 Nays on April 14, 2021; and Referred to Appropriations on April 19, 2021.

- ✓ This bill amends s. 445.011, F.S.; s. 446.021, F.S.; s. 446.032, F.S.; s. 446.041, F.S.; s. 1003.4156, F.S.; s. 1003.42, F.S.; s. 1006.75, F.S.; s. 1007.25, F.S.; and more.
- ✓ The bill creates s. 446.090, F.S.

#### **Key Points**

- Bill focus is on workforce programs and services.
- An automated Consumer-First Workforce System. The system will be consumer focused on improving a participant's access to services and effectively measuring the success of job training and job placement. Provides for the efficient and effective operation and management of the workforce development system. The system shall include, but not be limited to, the following:
  - a. An integrated management system for the one-stop service delivery system, which includes, at a minimum, common registration and intake for required one-stop partners, screening for needs and benefits, case management planning and tracking, training benefits management, service and training provider management, performance reporting, executive information and reporting, and customer-satisfaction tracking and reporting.
  - b. An automated job-matching information system that is accessible to employers, job seekers, and other users via the internet.
- Bill establishes specific outcome and performance measurements for apprenticeship and pre-apprenticeship programs and improves career planning help by requiring state resources be integrated.
- Includes a measure that requires CareerSource and the Department of Economic Opportunity (DEO), Department of Education (DOE) and the Department of Children & Families to create a single Consumer-First Workforce System, so students and job seekers can access services from multiple agencies through one site.
- Bill also aims to connect students with paid apprenticeship work and creates a new credential system to help job seekers prove they have attained skills and are employable.
- Works in conjunction with HB-1507 (REACH) to streamline the overall process of accessing job resources in Florida, resulting in an annual report on the effort.

- Requires DEO to develop training for specified partners.
- Requires certain DOE standards & policies to include specified requirement for training providers.
- Provides criteria for work-based learning opportunities. Provides a definition for the term "work-based learning" and specifies the required criteria for such opportunities. It also provides that such opportunity should prioritize paid experiences.
- Requires certain resources be used in career and education planning courses including a character development curriculum.
- Provides requirements for certain student career service centers and courses for digital credentials.
- Requires specified educational centers and institutions to ensure that certain services and resources prepare students for employment. Requires student career service centers to use specified resources to assist students with certain activities.
- Requires specified students to complete certain courses before a certain degree is awarded.
- Requires that certain contracts be performance based.
- Requires, rather than authorizing, the department to adopt rules.
- Revises provisions relating to a certain summary of expenditures for apprenticeship and pre-apprenticeship programs.
- Provides requirements for a certain annual report.
- Requires the department to provide data from certain resources to specified persons and entities.
- Revises a catch line relating to the department's duties regarding apprenticeship and pre-apprenticeship programs.
- Requires the chairs of the State Board of Education and the Board of Governors, or their designees, to jointly appoint faculty committees to adopt rules and to identify competencies which will result in a digital credential. Requires specified institutions to grant and accept such credentials. Requires the department to identify certain courses in which such credentials may be earned.
- Authorizes authorizing certain courses to use specified resources and provide students with the opportunity to create a digital resume; amending ss. 443.151, 54 445.010, and 445.045, F.S.

### **Companion Bills**

#### **[SB-366](#) & [98](#)**

- The Senate companion legislation (SB 366 / SB 98) is currently moving through committees in that chamber.
- **[S-98](#)** Workforce Related Programs and Services – Filed by Senator Ben Albritton. Committee references: Commerce and Tourism; Education and Appropriations. Last Action: 4/19/2021 S placed on calendar; 2nd reading. Bill synopsis:
  - Creating the Office of Reimagining Education and Career Help Act for certain purposes; creating the Office of Reimagining Education and Career Help within the Executive Office of the Governor for a specified purpose; requiring participants of the Quick-Response

Training Program to earn at or above minimum wage; establishing an automated consumer-first workforce system; requiring certain standards and policies established by the Department of Education to include a specified requirement for training providers; providing that industry certification is achieved when a student receives a credential that is identified on the Master Credentials List, etc.

- [S-366](#) Educational Opportunities Leading to Employment – Filed by Senator Travis Hutson. Committee references: Education; Appropriations Subcommittee on Education and Appropriations. Last Action: 4/19/2021 S placed on Special Order Calendar, 04/21/21. Bill Synopsis:
  - Provides that certain individuals enrolled in work-based learning are deemed to be employees of the state for purposes of receiving certain medically necessary care under workers' compensation coverage; requiring admissions counseling to use certain tests or alternative methods to measure achievement of college-level communication and computation by students entering college programs; revising eligibility requirements for initial enrollment in college-level dual enrollment courses; revising requirements for home education students seeking dual enrollment in certain postsecondary institutions, etc.



## **FWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 6

**AGENDA ITEM SUBJECT:** WORKFORCE SERVICES CONTRACTORS

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** FWIB staff recommends to the Executive Committee to recommend to the Board the approval to authorize staff to renew the existing Workforce Services contractors for program year 2021-2022; and to renew the Opa-Locka CDC and the College of the Florida Keys Workforce Services contracts for up to 90 days, as set forth below.

**STRATEGIC GOAL:** **STRONG WORKFORCE SYSTEM LEADERSHIP**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

### **BACKGROUND:**

The current Workforce Services contractors were competitively procured in June 2020 to provide Workforce Services on behalf of the South Florida Workforce Investment Board (FWIB) for Program Year (PY) 2020-2021. The first year of this contract will expire on June 30, 2021, and may be renewed for two additional years pursuant to the contract terms that allows renewals contingent upon the availability of funds.

FWIB staff recommends to the Executive Committee to recommend to the Board to authorize staff to renew the existing Workforce Services Contractors, Arbor E&T, LLC and Youth Co-Op, Inc. for PY2021-2022 for the CareerSource center locations detailed below:

<b>Workforce Services Contractors</b>	<b>Location(s)</b>
Arbor E&T, LLC	Hialeah Downtown center
Arbor E&T, LLC	North Miami Beach center
Arbor E&T, LLC	Northside center
Youth Co-Op	Homestead Center
Youth Co-Op	Little Havana center
Youth Co-Op	Perrine center
Youth Co-Op	West Dade center

Additionally, at its April 2021 meeting, the SFWIB approved the Opa-Locka CDC to temporarily operate the Carol City and Opa-Locka center locations from May 1, 2021 to June 30, 2021; and the College of the Florida Keys to temporarily operate the Key Largo and Key West locations from June 1, 2021 to June 30, 2021 or until such time as the SFWIB solicits and procures a permanent operator(s) via a Request for Proposal (RFP).

The SFWIB is requesting a contract renewal for up to 90-days for the Opa-Locka CDC and the College of the Florida Keys to operate the aforementioned CareerSource center locations. The renewal period, July 1, 2021 to September 30, 2021, will allow the RFP solicitation and review process to be completed in order that the Board may approve the results at its August 2021 meeting.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*





## **FWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 7

**AGENDA ITEM SUBJECT:** YOUTH SERVICES CONTRACTORS

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** FWIB staff recommends to the Executive Committee to recommend to the Board the approval to authorize staff to renew the existing Youth Service contractors for Program Year (PY) 2021-2022, as set forth below.

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

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

### **BACKGROUND:**

On July 22, 2014, Congress passed the Workforce Innovation and Opportunity Act (WIOA) which includes a number of improvements to ensure low income workers, youth and adults, have the skills and support needed for full participation in the American workforce. The WIOA includes several significant provisions that will increase the focus on comprehensive programming for youth who face the greatest challenges. With the implementation of the WIOA on July 1, 2015, current Youth Service contractors have built career pathways infrastructures in the community to better serve the needs of youth who are unemployed and basic skills deficient.

The Performance Council recommends to the Board to authorize staff to renew the existing Youth Service contractors for PY 2021-2022. The current Youth Services contractors delivering year round service are as follows:

<b>Youth Providers</b>	<b>Program (s)</b>
Adults Mankind Organization	In-School and Out of School
Community Coalition	Out of School
Cuban American National Council	In-School and Out of School
Greater Miami Service Corps	Out of School
Youth CO-OP Miami-Dade	In-School and Out of School
Youth CO-OP Monroe County	In-School and Out of School

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 8

**AGENDA ITEM SUBJECT:** APPROVAL TO ALLOCATE FUNDS FOR THE MIAMI-DADE PRE-APPRENTICESHIP INTERNSHIP PROGRAM

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to allocate an amount not to exceed \$7,500 in Workforce Innovation and Opportunity Act Youth funds for the Miami Dade Pre-Apprenticeship Internship Program, as set forth below.

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

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

### **BACKGROUND:**

At its August 17, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Miami-Dade County Public Schools (M-DCPS) Pre-Apprenticeship Career and Technical Training Program. The M-DCPS Youth Pre-Apprenticeship Career and Technical Training program was formed in three schools: Coral Gables Senior High School, Miami Carol City Senior High School, and Homestead Senior High School.

The 23-month program currently has 89 students enrolled in trades such as Bricklayer, Carpentry, Heating and Air Conditioning Installer Servicer, Drywall Finisher/ Painter, Electrician, Elevator Constructor, Insulation Worker, Operating Engineer, Pipefitter (Construction), Plumber, and Sheet Metal Worker.

In an effort to increase student exposure to the 12 trades, the SFWIB will provide a paid summer internship opportunity to up to 25 eleventh and twelfth grade students who are currently participating in the program. Each participant will complete 150 hours and paid \$11.50 per hour. Additionally, each student will open an account with the South Florida Educational Federal Credit Union or other financial institutions prior to the start of the internship. The five week summer internship opportunity is scheduled to take place June 21, 2021 through August 6, 2021.

Additionally, in order for students to receive the instructional program hours, a certified M-CPS teacher must supervise the programmatic and academic part of the Pre-Apprenticeship Program. The teacher will be responsible for supervising the students at their worksite and ensuring that the data elements of the grades are put into the M-DCPS system. The M-DCPS will hire one certified teacher for seven (7) weeks, beginning June 14, 2021 through August 13, 2021, at a salary of up to \$7,500.00.

In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award the Miami-Dade County Public Schools an allocation not to exceed \$7,500 in Workforce Innovation and Opportunity Act Youth funds to serve youth in the Pre-Apprenticeship Internship Program.

**FUNDING:** Workforce Innovation and Opportunity Act Youth

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 9

**AGENDA ITEM SUBJECT:** APPROVAL TO ALLOCATE FUNDS FOR THE TECH-HIRE INTERNSHIP PROGRAM

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to allocate an amount not to exceed \$102,200 in Temporary Assistance for Needy Families funds for the TechHire Internship Program, as set forth below.

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

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

### **BACKGROUND:**

The TechHire Summer Boot Camp initiative was expanded to provide youth, ages 15-22, with exposure and the skills to become entry-level professionals in high demand Information Technology (IT) careers.

In an effort to increase youth exposure to the IT Industry and connect youth participants to both traditional and non-traditional educational resources, the South Florida Workforce Investment Board (SFWIB) will provide a paid summer internship opportunity to youth who obtained an industry recognized credential in the 2020 TechHire Summer Boot Camps Program. The training included a mix of accelerated learning programs, such as Gaming, Web Development, Comp TIA A+, Networking and other innovative channels. The eight week summer internship opportunity will begin June 14, 2021 through August 6, 2021. Each participant will complete up to 140 hours and paid \$10.00 per hour.

The 2020 TechHire Summer Boot Camps exposed 337 youth to a six-week Virtual IT training session. The sessions began June 14, 2020 and were extended through January 2021 due to the COVID-19 pandemic. The boot camps were held virtually throughout Miami-Dade County at various Miami-Dade County Public Schools. Of the 337 youth, 221 youth completed the program and obtained a certificate of completion. Of the 221 youth who completed the program, 133 participants obtained an industry recognized credential.

The following Youth Service Providers will be responsible for administering the 2021 TechHire Internship program; which includes eligibility, data entry and the issuance of the youths' wages via direct deposit for up to 73 participants.

Provider	Amount	Number of Youth
Adult Mankind Organization, Inc.	\$43,400	31
Cuban America National Council, Inc.	\$15,400	11
Youth Co-Op, Inc.	\$43,400	31

**FUNDING:** Temporary Assistance for Needy Families

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 6/10/2021

**AGENDA ITEM NUMBER:** 10

**AGENDA ITEM SUBJECT:** AMENDMENTS TO THE BY-LAWS OF THE SFWIB

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval of amendments to the By-Laws of the SFWIB, as set forth below.

**STRATEGIC GOAL:** **STRONG WORKFORCE SYSTEM LEADERSHIP**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

### **BACKGROUND:**

SFWIB staff recommends to the Executive Committee to recommend to the Board the approval of amendments to the By-Laws of the SFWIB, as set forth below.

At the April 15, 2021 meeting, the South Florida Workforce Investment Board (SFWIB) approved amendments to the SFWIB By-Laws which amended several items including Board vacancies, canceling and rescheduling of meetings, as well as, technical revisions.

SFWIB staff and the County Attorney's office drafted additional amendments for the composition, use of media technology and telecommunications, vacancies, attendance, reappointments, and other requirements as it relates to the SFWIB.

1. WIOA requirements for composition of board members;
2. Vacancies on the board;
3. Nominations of board members;
4. Communications media technology and telecommunications;
5. Duties and responsibilities of the board;
6. Attendance, reappointment and removal of board members;
7. Minutes and reasonable opportunity for the public to speak at meetings;
8. Cancellation and rescheduling meetings; and
9. Technical revisions.

A draft of the amended By-Laws with tracked changes, as well as, the SFWIB membership requirements, process and application packet is attached for review of the Executive Committee.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

# ~~[[BY LAWS]]~~<sup>1</sup> >>BYLAWS<< OF THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

## Article I - Authority and General Powers

~~[[A]]~~ Pursuant to Paragraph 1.f. of the Interlocal Agreement Creating The South Florida Workforce Investment Board For Region 23 of the ~~[[State]]~~ >>state<< of Florida >>as may be amended or renewed from time to time (hereinafter the "Interlocal Agreement"). << ~~[[Chapter]]~~ >>chapter<< 445, Florida Statutes, and applicable ~~[[State]]~~ >>state<< and federal law, the South Florida Workforce Investment Board (hereinafter the "SFWIB">> or "Board"<<) hereby creates and establishes ~~[[SFWIB By Laws]]~~ >>bylaws<< for the governance of the ~~[[South Florida Workforce Investment Board]]~~ >>SFWIB<<. ~~[[The composition of the SFWIB and the appointment, terms, and removal of members of the SFWIB are set forth in Paragraph 1.k. of the Interlocal Agreement Creating the South Florida Workforce Investment Board for Region 23 of the State of Florida]].~~

## Article II - Adoption and Amendment

~~[[A]]~~ >>(a) Adoption – <<The SFWIB shall adopt these ~~[[By Laws]]~~ >>bylaws<< at any meeting of the ~~[[SFWIB]]~~ >>Board<< upon the affirmative vote of a majority of the then appointed membership of the SFWIB who are empowered to vote.

~~[[B]]~~ >>(b) Amendment – <<Amendment of these ~~[[By Laws]]~~ >>bylaws<< may occur at any meeting of the ~~[[SFWIB]]~~ >>Board<< upon ~~[[fourteen]]~~ >>14<< calendar ~~[[days prior]]~~ >>days'<< notice to the members of the SFWIB >>by placement of such amendment(s)<< ~~[[that amendment of these By Laws shall be]]~~ on ~~[[a particular]]~~

<sup>1</sup> Words stricken through and/or ~~[[double bracketed]]~~ shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

**Comment [GS(1):** Pursuant to 20 C.F.R. § 679.310, the following must be included in the bylaws.

(1) how the term appointments will be staggered to ensure only a portion of membership expire in a given year. Please advise how this is done.

(2) The proxy and alternative designee process that will be used when a WDB member is unable to attend a meeting and assigns a designee as per the requirements at 20 C.F.R. § 679.110(d)(4). I have never seen this done. Please advise whether there is a process for same. If so, please provide specifics. If not, we should discuss establishing.

(3) The process to ensure WDB members actively participate in convening the workforce development system's stakeholders, brokering relationships with a diverse range of employers, and leveraging support for workforce development activities. Please explain how this is done.

**Comment [CKE2]:** (1) Language regarding staggered appointments to the Board is included under Article III – Board Membership, section (f) Reappointments. Please let me know if that is the appropriate place or if should be included elsewhere within the document.

(2) At present, the Interlocal Agreement does not allow voting by proxy and/or for an alternative designee to represent a board member. In accordance with Article 1, section 1 of the Interlocal Agreement only appointed members of the SFWIB are able to attend committee and board meetings. However, if this is required, we can, at your convenience, discuss establishing a process.

(3) SFWIB members actively participate in convening the workforce development stakeholders through focus groups with key representatives of targeted industries, community workshops with job seekers, conversation and information sharing with ...

**Comment [GS(3):** The Mayor is authorized to appoint non-voting members. Are there any non-voting members?

**Comment [CKE4]:** Although we don't currently have any non-voting members on the Board; we have had non-voting members in the past.



>>an<< agenda of the [[SFWIB]] >>Board<< and upon the affirmative vote of two-thirds of the then appointed members of the SFWIB who are empowered to vote.

### Article III - >> **Board Membership**

(a) Composition – The SFWIB shall consist of members that represent government, business, education, labor, and economic development among other sectors of the communities in Miami-Dade and Monroe Counties.

**Comment [GS(5):** The requirements included herein are taken from WIOA sec. 107 and 20 C.F.R. § 679.320.

(1) Business Representatives – A majority of the SFWIB’s membership must be representatives of business in the local area.

A. At a minimum, two Board members must represent small businesses as defined by the U.S. Small Business Administration.

B. Each business representative must meet the following criteria:

1. Be an owner, chief executive officer, chief operating officer, or other individual >>business executives or employers<< with optimum policy-making or hiring authority. >>A representative with “optimum policy-making authority” is an individual who can reasonably be expected to speak affirmatively on behalf of the entity he or she represents and to commit that entity to a chosen course of action as defined in 20 CFR § 679.120(a)<<; and

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**Comment [GS(6):** Add definition.

2. Provide employment opportunities in in-demand industry sectors or occupations, as those terms are defined in section 3(23) of the Workforce Innovation Opportunity Act (“WIOA”).

**Comment [CKE7]:** The exact language from the WIOA sec. 107 (b)(2)(A)(i) states, “or other business executives or employers with optimum policymaking or hiring authority”. I’ve inserted the language as written accordingly as well as the definition detailed in the regulations. Please let me know if I additional details are needed.

(2) Workforce Representatives – At least 20 percent of Board members must be workforce representatives as follows:

A. At a minimum two Board members must represent labor organizations. In the event there are no labor organizations in the area, Board members must be selected from other employee representatives.

B. At a minimum one Board member must represent a joint labor-management, or union affiliated, registered apprenticeship program within the area and must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists.

C. One or more members may represent community-based organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities.

D. One or more members may represent organizations that have demonstrated experience and expertise in addressing the employment, training, or educational needs of eligible youth, including representatives of organizations that serve out-of-school youth.

(3) Education, Government, and Economic and Community Development Representatives – In addition to the above, membership on the Board must include:

A. At least one eligible training provider administering adult education and literacy activities under title II of WIOA;

B. At least one representative from an institution of higher education providing workforce investment activities, including community colleges; and

C. At least one representative from each of the following governmental and economic and community development entities:

1. Economic and community development entities;

2. The State Employment Service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area; and

3. The programs carried out under title I of the Rehabilitation Act of 1973, other than sec. 112 or part C of that title.

(4) Other Representatives – In addition to the above, membership on the Board may include individuals or representatives of other appropriate entities in the local area, including:

A. Entities administering training and educational activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the training or educational needs for individuals with barriers to employment;

B. Governmental and economic and community development entities who represent transportation, housing, and public assistance programs;

C. Philanthropic organizations serving the local area;

D. Agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and

E. Other appropriate individuals as determined by the chief elected official.

(b) Vacancies – Upon being notified of a vacancy on the Board, the Chair, subject to Board approval, shall establish a Nominating >>Committee<< ~~Task Force~~ to solicit potential members to fill such vacancy. The >>Nominating Committee<< ~~Task Force~~ shall solicit nominations from the business, education, labor, >>government,<<, >>community-based organizations,<< or economic and ~~community~~(?) development >>entities<< ~~sectors~~ for seats vacated by members representing each respective sector as provided more fully in the South Florida Workforce Investment Board d/b/a CareerSource South Florida Board Membership Process (“Membership Process”) & New Member Nomination and Reappointment Form (“Member Nomination and Reappointment Form”).

**Comment [GS(8):** Consider replacing with Nominating Task Force with Nominating Committee here and in other applicable provisions throughout the document.

**Comment [GS(9):** How are governmental seats filled?

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**Comment [CKE10]:** I replaced sectors with “entities”.

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(c) Nominations – The Nominating >>Committee<< ~~Task Force~~ shall refer to the Executive Director all candidates nominated to fill each vacancy on the Board. Upon the Executive Director’s determination that the >>Committee’s<< ~~Task Force’s~~ nominations are consistent with membership requirements, the SFWIB’s Agenda Clerk will provide the nominees with a Membership Nomination and Reappointment Form and Recruitment Brochure and request that the nominees return the form and a resume to the Agenda Clerk. Thereafter, and in compliance with Membership Process, the Executive Director shall submit the nominees’ information to the Executive Committee for consideration. Upon approval, a memorandum and supporting documentation shall be transmitted to the Mayors of Miami-Dade County and Monroe County recommending the nominees’ appointment to the Board.

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(d) Communications Media Technology – Members may attend a meeting by means of communications media technology, defined in section 28-109.002 of the Florida Administrative Code to mean the electronic transmission of printed matter, audio, full-motion video, freeze frame video, compressed video, and digital video by any method available and shall include, but

not be limited to, telephone conference, video conference or similar communications equipment. Members using communications media technology to attend meetings must be: (i) allowed to participate in Board discussions; (ii) able to be heard by other Board members; and (iii) able to be heard by the public. Although SFWIB members are permitted to use communications media technology to attend meetings, physical attendance at all Board and committee meetings is expected. If a member is unavailable to be physically present and would like to participate in the meeting using communications media technology, said member shall notify the Chair and Executive Director no later than 48 hours prior to the start of said meeting so that such communications media technology may be established for said meeting. These bylaws shall not be construed to authorize any proceeding otherwise subject to the provisions of section 286.011, Florida Statutes, to be held exclusively by means of communications media technology without making provision for the attendance of any member of the public who desires to attend unless expressly authorized by law. SFWIB meetings conducted using communications media technology shall comply fully with section 120.54, Florida Statutes, and Chapter 28-109, Florida Administrative Code, as may be amended from time to time.

(e) **Attendance** – In the event that any member of the SFWIB, without acceptable excuse, fails to attend, either physically or through communications media technology, or more SFWIB meetings, excluding committee and >>council<< ~~task force~~ meetings, occurring during any 12-month period, the Executive Director shall send a letter to the SFWIB member and, if applicable, to the appointing entity notifying the member and the appointing entity of said member's absences and that their status as a member on the SFWIB is in jeopardy, encouraging the member to attend meetings, and reminding him or her of SFWIB's attendance policy. In the event that any SFWIB member, without acceptable excuse, fails to be physically present at or

**Comment [GS(11)]:** Is this acceptable?

**Comment [CKE12]:** This timeframe appears to be acceptable based upon current practices unless the Director determines otherwise.

**Comment [GS(13)]:** Should there be language pertaining to providing notification of absences? If so, when should members provide notice and should there be any specifics included about the absence?

**Comment [GS(14)]:** Alternative and stronger language could be also be considered for inclusion. For instance, something along the lines of:

Members must attend \_\_\_\_ meetings in a fiscal year, July 1-June 30. Any member who is absent from \_\_\_\_ SFWIB meetings within a fiscal year, shall be deemed to have voluntarily resigned from the SFWIB unless said member's absences are excused by the Chair for cause.

**Comment [GS(15)]:** Include the number or meetings.

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**Comment [GS(16)]:** Include the number.

more SFWIB meetings, excluding committee and >>council<< ~~task force~~ meetings, occurring during any 12-month period, the Executive Director shall notify the chief elected official who appointed the member and recommend on behalf of the SFWIB that the member be removed from the SFWIB. “Acceptable Excuse” is defined as an absence for medical reasons, business reasons, personal reasons, or any other reason that the SFWIB, by majority vote, deems appropriate.

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(f) Reappointments – A member shall not serve on the Board for more than two years unless said member is reappointed to serve on the Board in the manner set forth in Membership Process. >> The SFWIB members may be reappointed by the Chief Local Elected Official who appointed the SFWIB member. Members are selected on odd and even years thereby ensuring a level of consistency in membership and workforce board experience.<<

(g) Removal of Members – Pursuant to section 445.007, Florida Statutes, the Governor may remove a member of the Board, the Executive Director of the Board, or the designated person responsible for the operational and administrative functions of the Board for cause as defined therein.

#### **Article IV -<< Officers of the Board**

[[~~(A)~~]] >>(a) Chairperson – A member representing the business sector shall be elected the<<  
[[~~The~~]] Chair of the SFWIB [[~~shall be elected by the SFWIB at a meeting of the SFWIB~~]]  
in accordance with [[~~Pub. L. No. 105-220, Title I, s. 117(b)(2)(A)(i)~~]] >>all applicable  
state and federal laws and regulations<<. The Chair may be removed from office as Chair  
without cause at any time upon the affirmative vote of a majority of the then appointed  
members of the SFWIB who are empowered to vote.

Comment [GS(17)]: This is pursuant to section 20 C.F.R. § 679.330.

(1) The Chair of the SFWIB shall be the presiding officer at all meetings of the SFWIB.

(2) The term of the Chair of the SFWIB shall not exceed two years and >>the Chair<< shall serve no more than two terms in office or four years, whichever is less.

(3) The Chair of the SFWIB shall appoint ~~[[all of the chairs of committees and task forces]]~~<sup>2</sup> >>committee chairs and members<< of the SFWIB ~~[[and all members of all committees and task forces of the SFWIB]]~~, subject to the approval or ratification of the SFWIB. All such committee and >>council<< ~~task force~~ chairs and members of committees and >>councils<< ~~task forces~~ of the SFWIB shall serve at the pleasure of the Chair of the SFWIB and the Chair of the SFWIB may remove the chair of any such committee or >>councils<< ~~task force~~ and any and all such committee members or >>council<< ~~task force~~ members, without cause at any time.

(4) The Chair of the SFWIB shall serve as a nonvoting, *ex officio* member of all committees of the SFWIB and >>councils<< ~~task forces~~ of the SFWIB and the presence of the Chair of the SFWIB shall not count for the purposes of determining the existence of a quorum at any meeting of a SFWIB committee or SFWIB >>council << ~~task force~~.

~~[[~~(B)~~]]~~ >>(b) Vice-Chairperson – <<The Vice-Chair of the SFWIB shall be elected by the Board at a meeting of the SFWIB. The Vice-Chair shall be elected from among the ~~[[representatives described]]~~ >>eligible members of the SFWIB and<< in ~~[[Pub. L. No. 105-220, Title I, s. 117(b)(2)(A)(i)]]~~ >>accordance with all applicable state and federal laws and regulations<<. The Vice-Chair may be removed from office as Vice-Chair without cause at any time upon the

**Comment [GS(18)]:** I suggest deleting references to task forces. Instead of task force, the references should be to committees or councils, which are currently used. If this edit is accepted, delete all references to task forces and replace them with committees or councils.

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<sup>2</sup> As used herein, committees include references to SFWIB councils.

affirmative vote of a majority of the then appointed members of the SFWIB who are empowered to vote.

(1) The Vice-Chair of the SFWIB shall be the presiding officer at any meeting of the SFWIB when the Chair of the SFWIB is absent >>or unable to proceed<<.

(2) The term of the Vice-Chair of the SFWIB shall not exceed two years and >>the Vice-Chair<< shall serve no more than two terms in office or four years, whichever is less.

(3) In the event that the office of the Chair of the SFWIB is vacant, the Vice-Chair shall assume the duties and powers set forth in >>subsections (a)(1), (3) and (4) herein<< ~~[[A)(1), (3) and (4) hereinabove]]~~ until such time as the office of the Chair of the SFWIB is no longer vacant.

~~[[C)]]~~ >> (c) Secretary – <<The Executive Director of the SFWIB shall serve *ex officio* as the Secretary of the SFWIB.

(1) The Secretary is hereby empowered to authenticate and certify documents of the SFWIB and to utilize the official seal of the SFWIB to authenticate and certify documents of the SFWIB.

(2) The Secretary shall seek to ~~[[insure]]~~ >>ensure<< that the proceedings of all SFWIB meetings, SFWIB committee meetings, and SFWIB >>council<< ~~task force~~ meetings and any other meetings of the SFWIB are noticed and recorded in accordance with >>Florida's Government in the Sunshine Law, chapter 286, Florida Statutes, as may be amended from time to time, and other applicable laws<< ~~[[the Public Meetings Law of the State of Florida]]~~.

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(3) In the absence or unavailability of the Secretary of the SFWIB, the Secretary shall appoint a member of the staff of the SFWIB to serve as the Secretary Pro ~~Tem~~ >>Tem<< for any such meeting. The Chair of the SFWIB shall be notified of such appointment, or, in the event of a vacancy in the office of the Chair, the Vice-Chair shall be notified of such appointment.

(4) In the event that the office of the Secretary is vacant, the Chair, or in the event of a vacancy in the office of the Chair, the Vice-Chair, shall appoint a member of the staff of the SFWIB to serve as the Secretary Pro Tem of the SFWIB until such time as the office of the Secretary of the SFWIB is no longer vacant.

#### >>Article V - Duties and Responsibilities

The SFWIB's responsibilities shall include, but not be limited to the following:

- (a) Develop, submit, ratify, or amend the local plan pursuant to applicable state and federal laws and regulations, as may be amended from time to time;
- (b) Cooperate and comply with CareerSource Florida, Inc, the Department of Economic Opportunity and any successor or other entities that have oversight or statutory authority related to the operation and administration of the SFWIB;
- (c) Oversee the one-stop delivery system in Region 23;
- (d) Develop a budget for the purpose of carrying out the mandates of section 445.007, Florida Statutes; and
- (e) Act consistently with the terms provided in the Third Amendment to Interlocal Agreement Creating the South Florida Workforce Investment Board for Workforce Area 23 of the State of Florida and any amendments, extensions, or renewals thereto.

~~[[Article IV]]~~ Article VI<< - Committees and >>Councils<< Task Forces

**Comment [GS(19):** These responsibilities are summaries of some, not all, of the responsibilities provided in section 445.007. Please include others that are not statutorily required but should be noted herein.

**Comment [GS(20):** Is the audit committee still current? Are there any task forces? Councils should also be added.

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~~[(A)]~~ >>(a) Audit Committee – << The Audit Committee shall be a standing committee of the SFWIB and shall meet with respect to those matters assigned to said Committee by the Chair or, in the event there is a vacancy in the office of the Chair, by the Vice-Chair. The Audit Committee shall make recommendations to the SFWIB on ~~[[the]]~~ matters ~~[[so]]~~ assigned to it << ~~[[the Audit Committee]]~~.

~~[(B)]~~ >>(b) Executive Committee – << The Executive Committee shall be a standing committee of the SFWIB and is empowered to act on behalf of the SFWIB on matters relating solely to contracts if the SFWIB is unable to reach a quorum at a particular meeting, except that the Executive Committee shall not approve contracts with an organization or individual represented on the SFWIB. This authority only extends to those contractual matters which were on the SFWIB agenda where a quorum was not met. The Executive Committee shall report to all members of the SFWIB of any actions it has taken on behalf of the SFWIB by distributing meeting minutes >>and all actions taken by the Executive Committee shall be ratified at the next meeting of the SFWIB where a quorum is present.<< The Executive Committee shall also meet with respect to those matters assigned to said Committee by the Chair or, in the event there is a vacancy in the office of the Chair, by the Vice-Chair. The Executive Committee shall make recommendations to the SFWIB on the matters so assigned to >>it << ~~[[the Executive Committee]]~~.

~~[(C)]~~ >>(c) Ad Hoc Committees – << All other committees ~~[[of the SFWIB]]~~ and >>councils << ~~task forces~~ of the SFWIB shall be established in accordance with >>applicable << federal and ~~[[State law]]~~ >>state laws << by the Chair, or in the event of a vacancy in the office of the Chair, by the Vice-Chair, subject to the approval or

**Comment [GS(21):** Please see below and note, the requirements of 20 C.F.R. § 679.360 as they relate to standing committees. Do the standing committees comply with the regulation?

20 C.F.R. § 679.360 (a) Standing committees may be established by the Local WDB to provide information and assist the Local WDB in carrying out its responsibilities under WIOA sec. 107. Standing committees must be chaired by a member of the Local WDB, may include other members of the Local WDB, and must include other individuals appointed by the Local WDB who are not members of the Local WDB and who have demonstrated experience and expertise in accordance with § 20 C.F.R. § 679.340(b) and as determined by the Local WDB. Standing committees may include each of the following:

(1) A standing committee to provide information and assist with operational and other issues relating to the one-stop delivery system, which may include representatives of the one-stop partners.

(2) A standing committee to provide information and to assist with planning, operational, and other issues relating to the provision of services to youth, which must include community-based organizations with a demonstrated record of success in serving eligible youth.

(3) A standing committee to provide information and to assist with operational and other issues relating to the provision of services to individuals with disabilities, including issues relating to compliance with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding providing programmatic and physical access to the services, programs, and activities of the one-stop delivery system, as well as

**Comment [GS(22):** Include the number of members on the audit committee and how the membership of the committee is determined.

**Comment [GS(23):** Include who assigns the matters to the committee

**Comment [GS(24):** Include the number of members on the executive committee and how the membership of the committee is determined

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ratification of the SFWIB. All committees and ~~>>councils<< task forces~~ shall be consistent with federal and ~~[[State law]]~~ ~~>>state laws<<.~~ All committees and ~~>>councils<< task forces~~ shall have the power to make recommendations to the SFWIB on the matters assigned to the committee or ~~>>council<< task force~~ ~~[[by the Chair, or in the event there is a vacancy in the office of the Chair, by the Vice Chair]].~~

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~~>>Article VII - Meetings<< [[Article V - Procedure~~

Comment [GS(25): Should a provision be added for special or emergency meetings?

~~(A)]~~ ~~>>(a)~~ ~~Procedure~~ – ~~<<All meetings of the SFWIB, committees of the SFWIB and~~ ~~>>councils<< task forces~~ of the SFWIB shall be ~~>>held in such places to comply with~~ Florida's Government in the Sunshine Law, chapter 286, Florida Statutes, as may be amended from time to time and~~<< conducted in accordance with Robert's Rules of Order, >>12<sup>th</sup><< 10<sup>th</sup> Edition, First Printing October 2000, ISBN-0-7382-0384-X (hardback)/ 0-7382-0307-6 (paperback), except that the SFWIB~~ ~~[[By Laws]]~~ ~~>>Bylaws<< shall prevail in the event of a conflict with the aforesaid Robert's Rules of Order, >>12<sup>th</sup><< 10<sup>th</sup> Edition.~~

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Comment [GS(26): Should this remain the 10<sup>th</sup> edition or be revised to the most current edition of Robert's Rules?

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(b) ~~Quorum~~ – ~~<<Except as provided in [[Section 445.07]] >>section 445.007<<, [[Fla. Stat.]] >>Florida Statutes<< or as otherwise provided~~ ~~[[in the SFWIB By Laws]]~~ ~~>>herein<<, an affirmative vote of a majority of the voting members of the >>SFWIB<<~~ ~~[[quorum]]~~ present shall ~~>>constitute a quorum and<<be required for the SFWIB~~ ~~[[to take any action and for]]~~ ~~>>or any of its<< committees and >.councils<< task forces~~ ~~[[of the SFWIB]]~~ to take any action.

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~~>> (1) Telecommunications – Pursuant to section 445.007, Florida Statutes, and as otherwise permitted by law, meetings may be conducted using any method of telecommunications twice each year upon approval by the SFWIB Board Chairman, including establishing a quorum through telecommunications. In the event a quorum of the Board or Executive Committee is not present at a meeting,~~

Board members present may indicate their approval of a matter through a consensus vote. Any matter approved by a consensus vote must be voted on at the next meeting of the Board or Executive Committee where a quorum is present.

[[~~(B)~~]] >>(c) Conflict of Interest – <<Any member of the SFWIB or any member of any committee or >>council<< ~~task force~~ of the SFWIB with a conflict of interest on a matter shall refrain from voting or otherwise participating in the proceedings related to that matter and shall leave the public meeting room or other place of the public meeting until the consideration of that matter is concluded. Any such person who does not leave the public meeting room or other place of the public meeting shall be deemed absent for purposes of constituting a quorum, counting the vote or for any other purpose. >>Members of the Board shall comply with all state and local laws relating to conflict of interest.<<

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[[~~(C)~~]] >>(d) Meetings Per Calendar Year<< The SFWIB shall meet not less than four times per calendar year.

>>(e) Special Meetings<< Special meetings of the SFWIB may be called by the Chair, or in the event of a vacancy in the office of the Chair, by the Vice-Chair or by a request in writing signed by not less than a majority of the then appointed members of the SFWIB who are empowered to vote and said written, executed request is filed with the Secretary of the SFWIB.

[[~~(D)~~]] >>(f) Contracts with individuals or organizations on the SFWIB<< In accordance with [[~~Chapter~~]] >>chapter<< 445, Florida Statutes, if the SFWIB enters into a contract with an organization or individual represented on the SFWIB, the contract must be approved by a two-thirds vote of the Board, a quorum having been established. >>Additionally,

prior to contract with a member of the Board or a relative, as defined in section 112.3134(1)(c), Florida Statutes, of a Board member or of an employee of the Board, the SFWIB must comply with the requirements of section 445.007(11), Florida Statutes.<<  
The Board member who could benefit financially from the transaction must abstain from voting on the contract. Regardless of whether or not a particular member or members of the SFWIB will be attending the meeting of the SFWIB when such contract may be discussed or approved by the SFWIB at a public meeting of the SFWIB, it shall be the duty of all members of the SFWIB, regardless of the member's intention or plan to attend or not to attend such meeting, to contact and advise the Secretary of the SFWIB of any such contract as soon as possible and prior to any such contract being considered by the SFWIB for discussion or action or vote.

>>(g) Minutes – Minutes will be taken >>through use of an electronic recording device and transcribed by the agenda clerk<< at all duly noticed meetings.

**Comment [GS(27)]:** Please include how minutes are taken.

(h) Notice – Written notice shall be provided to the public at least seven days prior to all regularly scheduled meetings of the SFWIB and any of its committees including those conducted using telecommunications. All such meetings shall be conducted in accordance with section 286.011, Florida Statutes.

(i) Members of the Public – Members of the public must be provided reasonable access to observe and, when appropriate, participate in all meetings of the SFWIB and any of its committees or councils including those conducted using telecommunications in a manner consistent with section 286.0114, Florida Statutes. Each member of the public who desires to address the Board at a meeting, including those conducted using telecommunications, shall register with the Clerk of the Board and request an opportunity

to speak about any specific item. The speaker shall state his or her name, address, if he or she is speaking on their own behalf or representing an entity and said entity's view. Unless the Chair of the Board grants further time, each individual shall be limited to three minutes. All remarks shall be addressed to the Board as a whole and not simply to individual Board members or staff.

(j) Cancellation/Rescheduling – Meetings may only be cancelled or rescheduled by the Chair of the Board or a majority vote of the Board members present at a regularly scheduled meeting. However, in the event that the Executive Director is notified between regularly scheduled meetings that a quorum will not be available for the next regularly scheduled meeting, such meeting may be canceled or rescheduled by the Chair of the Board. All Board members shall be notified of such cancellation or rescheduling with as much notice as possible.<<

~~[(E) In the event that any member of the SFWIB, without acceptable excuse fails to be physically present at tow (2) or more of the meetings of the SFWIB, excluding committee and task force meetings of the SFWIB, occurring during any twelve (12) month period, the Executive Director of the SFWIB to shall send a letter to the SFWIB member notifying the member of his or her absences. In the event that any SFWIB member, without acceptable excuse, fails to be physically present at three (3) or more of the meetings of the SFWIB, excluding committee and task force meetings of the SFWIB, occurring during any twelve (12) month period, then the Executive Director shall notify the Chief Elected Official who appointed the member and recommend on behalf of the SFWIB that the member be removed from the SFWIB. "Acceptable Excuse" is defined as~~

~~an absence for medical reasons, business reasons, personal reasons, or any other reason  
that the SFWIB, by majority vote, deems appropriate.]]~~