



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
GLOBAL TALENT AND COMPETITIVENESS (GTCC) COUNCIL MEETING
THURSDAY, DECEMBER 18, 2025
8:30 AM**

The Landing at MIA
5-Star Conference Center
7415 Corporate Center Drive, Suite H
(Key Biscayne Room)
Miami, FL 33126

The public may choose to view the session online via Zoom. **Registration is required:** <https://us02web.zoom.us/join/9102562060>

AGENDA

1. Call to Order and Introductions
2. Public Comment
3. Approval of GTC Council Meeting Minutes
 - A. October 16, 2025
4. Recommendation as to Approval of the Future Bankers Program
5. Recommendation as to Approval of the Miami-Dade County Summer Youth Internship Program
6. Recommendation as to Approval of Apprenticeship Employer Wage Reimbursements
7. Recommendation as to Approval of Apprenticeship Employer Wage Reimbursement for Bean Automotive
8. Recommendation as to Approval of a Paid Work Experience Contract with Cristo Rey Charter School
9. Recommendation as to Approval of a New Apprenticeship Program for Miami-Dade Transit
10. Recommendation as to Approval of a New Apprenticeship Program for Award Excellence Institute
11. Recommendation as to Approval of a Revision to the On-The-Job Training Policy

South Florida Workforce Investment Board dba CareerSource South Florida is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.

"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 GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 2

AGENDA ITEM SUBJECT: PUBLIC COMMENT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

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

BACKGROUND:

N/A

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: GLOBAL TALENT AND COMPETITIVENESS COUNCIL COMMITTEE MEETING MINUTES

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council Committee to approve minutes from the October 16, 2025 meeting, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

N/A

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SFWIB GLOBAL TALENT & COMPETITIVENESS COUNCIL MEETING

DATE: 12/18/2025

AGENDA ITEM: 3A

AGENDA TOPIC: MEETING MINUTES

SFWIB GLOBAL TALENT & COMPETITIVENESS COUNCIL MEETING MINUTES

DATE/TIME: October 16, 2025, 8:30AM

LOCATION: The Landing at MIA
5-Star Conference Center
7415 Corporate Center Drive, Suite H
The Florida Key Room
Miami, FL 33126

Zoom: <https://us02web.zoom.us/meeting/register/tZApcuCuqDoiHdfQcKwSUWUz1vGZliStRim>

- 1. CALL TO ORDER:** Chairwoman Ferradaz called to order the regular scheduled meeting of the SFWIB Global Talent and Competitiveness Council on October 16, 2025, at 8:40 am.
- 2. ROLL CALL:** 8 members; 5 required; 5 present: Quorum

SFWIB GTCC MEMBERS PRESENT	SFWIB GTCC MEMBERS ABSENT	SFWIB STAFF
Brown, Clarence Del Valle, Juan-Carlos Ferradaz, Gilda, Chair Loynaz, Oscar M.D., Vice-Chair Palacios, Carol	Whitaker, David SFWIB GTCC MEMBERS EXCUSED Brecheisen, Bruce Grice, Sonia	Beasley, Rick Parson, Robert Smith, Robert
OTHER ATTENDEES		
Diaz, Lupe Dr., Miami-Dade County Public Schools Mitchell, Carlena, Miami-Dade County Public Schools		

Minutes Prepared by: Ebony Morgan
SFWIB Global Talent & Competitiveness Council Meeting
October 16, 2025, 8:30am
Status: DRAFT
Approval date: TBD
Page 1 of 9



Mumford, Ronald, CareerSource South Florida (Zoom)

Agenda items are displayed in the order they were discussed.

2. Public Comment

Public comments should be two minutes or less.

Chairwoman Ferradaz opened the floor for comments from the public. No requests to speak were received by the Executive Office.

No further questions or comments were presented. Item closed.

3A. Global Talent and Competitiveness Council Meeting Minutes – August 21, 2025

Chairwoman Ferradaz presented the June 26, 2025 Global Talent and Competitiveness Council Meeting minutes for consideration before entertaining a motion.

****Vote deferred due to lack of quorum****

No further questions or comments were presented. Item closed.

4. Information – OBBBA 45F Employer-Provided Child Care Tax Credit

Chairwoman Ferradaz introduced the item; Mr. Smith introduced Section 45f of the One Big Beautiful Bill Act (OBBBA), which raises the Employer-Provided Child Care Tax Credit. Starting after December 31, 2025, employers can claim up to \$500,000 (a 40% increase) for general employers and up to \$600,000 (a 50% increase) for eligible small businesses. The program also allows small and mid-sized companies to partner with third-party childcare providers, enhancing flexibility for those without on-site childcare facilities.

Mr. Smith discussed the impact of the improved employer-provided child tax credit on the workforce and outlined CSSF's strategies for advancing local workforce goals through employer outreach and partnerships.

Further discussions took place regarding local organizations eligible for the tax credit and the licenses necessary for qualification.



No further questions or comments were presented. Item closed.

The GTC Council did not have a quorum at this point on the agenda. Members will receive an overview of each item and will return to approve them once a quorum is established, provided the meeting is still in session.

5. Approval – New Registered Apprenticeship Program for Existing Provider

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to approve the addition of the new Artificial Intelligence (AI) Engineer registered apprenticeship program to the curriculum of Academic Technologies d/b/a The Code Academy, which is already of our existing training partners.

No further questions or comments were presented. Item closed.

6. Approval – New Registered Apprenticeship Program: Miami Dade College

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to add the Maker Professional (Machine Operator 1) registered apprenticeship program to the curriculum at Miami Dade College, which is already of our existing training partners.

No further questions or comments were presented. Item closed.

7. Approval – New Registered Apprenticeship Program: Miami-Dade County Public Schools

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to add the following registered apprenticeship programs to the curriculum at Miami-Dade County Public Schools, which is already of our existing training partners:

- Commercial AC, Reefer Technician
- Diesel Off-Road Maintenance Technician
- Medical Assistant
- Pharmacy Technician

No further questions or comments were presented. Item closed.



8. Approval – New Registered Apprenticeship Program: College of Business and Technology (CBT)

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to add the following registered apprenticeship programs to the curriculum at College of Business and Technology (CBT), which is already of our existing training partners:

- Electrician
- Refrigeration and Air Condition Mechanic

No further questions or comments were presented. Item closed.

9. Approval – New Machine Operator Apprenticeship Program OJT Employer Reimbursement

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to allocate an amount not to exceed \$82,000 in WIOA funding for on-the-job training reimbursements for the Machine Operator apprenticeship program at Miami Dade College.

Miami Dade College partnered with Collins Aerospace to hire five (5) apprentices with a starting wage of \$20.00 per hour with a 40% reimbursement for the employer, increasing to \$21.00 per hour after 1,500 hours have been completed.

No further questions or comments were presented. Item closed.

10. Approval – New Electrical Apprenticeship Reimbursement

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to allocate an amount not to exceed \$29,184 in WIOA funding for on-the-job training reimbursements for on-the-job (OJT) reimbursements for the Electrician Pre-apprenticeship Program at Miami Dade College. Mr. Smith advised that the Neenah Foundry will hire two apprenticeships at a starting rate of \$18.00 per hour, with a wage increase to \$24.00 per hour after 90 days. The Neenah Foundry will receive a 40% reimbursement for gross wages, which includes 1,640 hours of OJT.



No further questions or comments were presented. Item closed.

11. Approval – Existing Apprenticeship Reimbursements

Chairwoman Ferradaz introduced the item; Mr. Smith presented the recommendation to allocate an amount not to exceed \$133,559.80 in WIOA funding for on-the-job training reimbursements for current apprentices enrolled in various apprenticeship programs at Miami Dade College. These programs were already approved by the Council and the Board; however, they are now beginning the second phase of the program which will go into the new program year; as such, funding for PY 2025-2026 must be re-authorized.

Mr. Smith reviewed all programs, participant numbers, OJT hours, wage reimbursement rates, and performance measures with the council. Details are listed in the October 16, 2025 GTCC agenda packet.

No further questions or comments were presented. Item closed.

12. Approval – Paid Work Experience Policy Update

Chairwoman Ferradaz introduced the item; Mr. Smith presented proposed revisions to the existing Paid Work Experience (PWE) Policy. The changes include exempting youth participants from the full-time employment requirement and clarifying exceptions for specialty programs such as Future Bankers.

[Dr. Oscar Loynaz arrived and introduced himself for the record. A quorum has been established. Previous items discussed by the council will be revisited for voting.]

Motion: Mr. Brown recommends approval to the board for recent updates to the Paid Work Experience Policy. Mr. del Valle seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.



3A. Global Talent and Competitiveness Council Meeting Minutes – August 21, 2025

Motion: Dr. Loynaz approves the revised GTCC meeting minutes for August 21, 2025. Ms. Palacios seconded the motion; **the revised meeting minutes passed without dissent.**

Mr. Brown requested an update to the minutes to reflect that he should be marked as excused from the meeting on August 21, 2025, rather than absent. He experienced technical issues with Zoom but was able to resolve them before the full board meeting.

No further questions or comments were presented. Item closed.

5. Approval – New Registered Apprenticeship Program for Existing Provider

Motion: Dr. Loynaz recommends approval to the Board for adding the AI Engineer apprenticeship program to the curriculum of an existing provider, Academic Technologies d/b/a The Code Academy. Mr. del Valle seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.

[As a related party to the following items, Dr. Loynaz left the meeting during the discussion and votes for items 6, 8, 9, 10, and 11.]

6. Approval – New Registered Apprenticeship Program: Miami Dade College

Motion: Mr. del Valle recommends approval to the Board for adding the Maker Professional (Machine Operator I) apprenticeship program to the curriculum of an existing provider, Miami Dade College. Mr. Brown seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.

9. Approval – New Machine Operator Apprenticeship Program OJT Employer Reimbursement

Motion: Mr. Brown recommends approval to the Board an allocation not to exceed \$82,000 in WIOA funding to Collins Aerospace for employer reimbursements related to on-the-job training (OJT) with the Machine Operator Apprenticeship program. Ms. Palacios seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.

10. Approval – New Electrical Pre-apprenticeship Reimbursement

Motion: Mr. del Valle recommends approval to the Board an allocation not to exceed \$29,184 in WIOA funding to the Neenah Foundry for employer reimbursements related to on-the-job training (OJT) with the Electrician pre-apprenticeship program. Mr. Brown seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.

11. Approval – Existing Apprenticeship Reimbursements

Motion: Mr. del Valle recommends approval to the Board an allocation not to exceed \$133,559.80 in WIOA funding to the following employers for 40% OTJ wage reimbursements associated with apprenticeship programs:

- The Palm South Beach Cook Apprenticeship - \$12,776
- Earl's Restaurant Cook Apprenticeship - \$13,600
- Margaritaville Bayside Marketplace Restaurant Manager - \$3,600
- Landshark Bar & Grill Restaurant Manager - \$216.00
- The Carter Academy Teacher Assistant Apprenticeship – 2 New Participants: \$25,200
- The Carter Academy Teacher Assistant Apprenticeship - Participant Dropped: \$713.00
- YWCA Teacher Assistant Apprenticeship - \$12,310
- Shanti Kids Teacher Assistant Apprenticeship - \$12,450



- Hellman Worldwide Logistics, Inc. Customs Broker Apprenticeship (2 apprentices) – \$27,036.80
- Hellman Worldwide Logistics, Inc. Transportation and Logistics Apprenticeship - \$13,348

Each apprenticeship: 1 participant unless otherwise noted.

Ms. Palacios seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.

[Dr. Loynaz returns to the meeting.]

7. Approval – New Registered Apprenticeship Programs: Miami-Dade County Public Schools

Motion: Mr. Brown recommends approval to the Board for adding four apprenticeship programs (i.e., Commercial AC, Reefer Technician, Diesel Off-Road Maintenance Technician, Medical Assistant, and Pharmacy Technician) to the curriculum of an existing provider, Miami-County Public Schools. Dr. Loynaz seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.

8. Approval – New Registered Apprenticeship Program: College of Business and Technology (CBT)

Motion: Mr. del Valle recommends approval to the Board for adding two apprenticeship programs (i.e., Electrician and Refrigeration and Air Condition Mechanic) to the curriculum of an existing provider, College of Business and Technology (CBT). Ms. Palacios seconded the motion; **item is passed without dissent.**

No further questions or comments were presented. Item closed.



New Business

Mr. Brown has requested that some individuals participating in the apprenticeship programs be presented to the Council and Board to share their experiences and assess the value of any authorized programs.

Chairwoman Ferradaz is in support of this effort and went on to ask about how we are tracking participants in the programs. Mr. Smith advised that we do track the progress of program participants which is how we report on second and fourth quarter performance measures.

Mr. Smith also advised that Dr. Diaz from Miami-Dade County Public Schools was invited to discuss their Summer Youth Internship Program; however, they were unable to present due to the technical difficulties experienced during the Council meeting; however, she will present to the full board.

Being as there were no further questions or concerns, the meeting adjourned at 9:20am.



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: FUTURE BANKERS TRAINING CAMP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval to allocate an amount not to exceed \$125,000 in Workforce Innovation and Opportunity Act Youth Program funds to support the Miami Dade College Future Bankers Training Camp Program, as set forth below.

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

STRATEGIC PROJECT: **Joint contribution for youth career pathway models**

BACKGROUND:

The Future Bankers Training Camp (Future Bankers Camp) Program is designed to motivate and tap into the talent of minority students in low income areas and provide them with a promising career path in the financial services industry. Upon completing the program, students are eligible to receive the American Bankers Association (ABA) and America Institute of Banking (AIB) Bank Tellers Certificates. Students that graduate high school are eligible for a Miami-Dade College (MDC) Vocational Certificate, which allows them to work towards an Associate of Science degree in Financial Services. Students may also participate in industry based internships with partnering financial institutions.

The Future Bankers Camp is partnering with the Adult Mankind Organization (AMO) Youth Program to facilitate the recruitment of up to 50 youth participants into the program. This innovative four week camp provides hands-on experience for future students interested in a financial services career. The camp provides up to 50 students with the opportunity to enhance their math, communication and financial literacy skills by completing an internship with a financial institution and receiving an industry certification. The program will take place from July 2026 through August 2026.

The Future Bankers Camp received matching program dollars from various banking institutions for Program Year (PY) 2024-2025 and provided opportunities to students as follows:

The track for PY 2025-2026 will include Teller and Customer Service Training. The Customer Service track includes a 3-credit class through MDC. Upon successful completion of the camp, students will be eligible to receive the American Bankers Association Bank Teller and Customer Service Representative Certificates. This national industry standard certificate meets the educational requirement for the certification exam offered by the Institute of

Certified Bankers. Miami-Dade County Public Schools students enrolled in the Academy of Finance programs are also welcome to participate in the Future Bankers Camp.

PY 24-25 Future Bankers Training Program Outcomes	
# Of Participants	50
# of who completed 150 hours of classroom training	50
# of who participated in an internship	50
# of participants who received the ABA Banker's Teller's Certification	50
# of financial institutes that provided internships	38
# of high schools who participated in the program	20

The Future Bankers Camp is supported by more than 38 local banks and is aligned with the Miami-Dade County Public Schools district's partnership and involvement in the Opportunity Miami formerly known as the One Community One Goal Targeted Industries Implementation Plan.

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 vote of the quorum present is required to waive the competitive procurement process and award to Miami-Dade College an allocation not to exceed \$125,000 in Workforce Innovation and Opportunity Act (WIOA) Youth funds for the Future Bankers Training Camp Program.

FUNDING: Workforce Innovation and Opportunity Act Youth

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: SUMMER YOUTH INTERNSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB staff recommends that the Global Talent and Competitiveness Council propose to the Board the approval of an allocation not to exceed \$2,500,000 from Temporary Assistance for Needy Families funds to Miami-Dade County Public Schools for the Summer Youth Internship Program, as detailed below.

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

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

BACKGROUND:

The Summer Youth Internship Program (SYIP) is a collaborative initiative involving Miami-Dade County, The Children's Trust, the Educational Federal (EdFed) Credit Union, the Foundation for New Education Initiatives, Miami-Dade County Public Schools (The School Board), the DeLuca Foundation, Griffin Catalyst, and the South Florida Workforce Investment Board (SFWIB). The primary objective of the SYIP is to offer meaningful employment opportunities to the youth of South Florida, thereby fostering workforce development and contributing to a reduction in crime within Miami-Dade County.

2025 SYIP Program Results:

- Applications and Enrollment: Out of 5,219 recruited youth who applied, 3,661 were enrolled in the internship program with 926 participating internship providers.
- Completion Rate: An impressive 99% of the enrolled participants successfully completed the program working a total of 575,831 hours.
- Target Population: The program specifically selected participants from high-risk populations, with (51.8%) classified as economically disadvantaged and receiving free or reduced-price lunch. 1,198 or (32.7%) of the participants were Exceptional Student Education (ESE) interns.
- 572 youth earned Dual Enrollment College Credits from Miami-Dade College.
- Satisfaction surveys were distributed at the conclusion of the SYIP with Student Interns reporting a 99% satisfaction rate and Internship Providers reporting a 98% satisfaction rate.

Funding and Partnership:

As part of this initiative, the South Florida Workforce Investment Board (SFWIB) will allocate a contribution of two million five hundred thousand dollars (\$2,500,000), while The Children's Trust will contribute three million dollars (\$3,000,000). This brings the total funding for the Summer Youth Internship Program (SYIP) to five million five hundred thousand dollars (\$5,500,000).

The SFWIB staff recommends that the Board consider investing Temporary Assistance for Needy Families (TANF) funds to support summer youth employment activities and services targeted at youth facing barriers to employment, particularly those from families receiving cash assistance or participating in free or reduced-price lunch programs.

Program Details:

- Participant Age and Work Hours: The SYIP will assign participants aged 15 to 18 a work schedule of 30 hours per week
- Stipend: Participants will be awarded a total stipend of \$1,500.00, payable over a five-week period. The stipend will be disbursed in two installments: an initial payment of \$500.00 and a subsequent payment of \$1,000.00
- Additional Benefits: Participants will earn high school course credits and have the opportunity to earn college credits.

The stipends will be distributed via direct deposit through collaboration with the EdFed Credit Union and the Foundation for New Education Initiatives, Inc.

Program Impact:

The internships aim to equip youth with essential skills and a better understanding of the workplace by linking them with employers who provide valuable work experience and career advice. SYIP recruitment will commence in April 2026 and conclude in August 2026.

Procurement Recommendation:

In accordance with Miami-Dade County Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement process, as advised by the Executive Director, when such action is deemed to be in the best interest of the SFWIB. Approval of this waiver requires a two-thirds (2/3) vote of the quorum present. Additionally, approval is sought to allocate up to \$2,500,000 in TANF funds to Miami-Dade County Public Schools for the Summer Youth Internship Program.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: APPRENTICESHIP EMPLOYER WAGE REIMBURSEMENTS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$409,120 in Workforce Innovation and Opportunity Act funding for On-the-Job Training reimbursements for apprentices enrolled in Miami Dade College Apprenticeship programs, as set forth below.

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

STRATEGIC PROJECT: **Improve credential outcomes for job seekers**

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) in collaboration with Miami Dade College offers employer-driven apprenticeship programs. The partnership has developed multiple apprenticeship programs with several participating employers. These apprenticeship programs will lead to a career pathway that combines coursework, mentoring, on-the-job training (OJT), and paid wages that increase as the apprentices learn new skills and take on more responsibilities. Apprentices will learn key responsibilities and skills required to become proficient in the occupation. Upon program completion, apprentices will receive a Florida Department of Education Registered Apprenticeship Certificate of Completion, recognized by the United States Department of Labor. These current apprentices are enrolled and actively participating in the following programs:

Culinary Specialist (Cook)

This program is designed to prepare participants with a passion for food, people, and a theoretical and practical foundation for a successful career in the culinary industry. Culinary specialists are trained to prepare and serve meals, maintain food service spaces, ensure food safety, and manage inventory and food orders. This program is a career pathway that combines college coursework, mentoring, and on-the-job training. Employer partners include Earl's Kitchen, The Palm's Hotel, Margaritaville Bayside, Balan's Brickell, and Issabella's Miami.

Earl's Kitchen Culinary Specialist (Cooks) Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 4 Apprentices
\$17.00	1000	\$6.80	\$6,800.00	\$27,200.00
\$19.00	1000	\$7.60	\$7,600.00	\$30,400.00
			Total Project Cost	\$57,600.00

Note: Earl's Kitchen had one apprentice previously approved at the SFWIB Meeting on October 16, 2025. Earl's is looking to onboard four additional cook apprentices.

The Palm's Hotel Culinary Specialist (Cooks) Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 2 Apprentices
\$17.00	2000	\$6.80	\$13,600.00	\$27,200.00
			Total Project Cost	\$27,200.00

Note: The employer did not establish a midpoint wage within the contractual time period.

Margaritaville Bayside Culinary Specialist (Cooks) Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 1 Apprentice
\$18.00	1000	\$7.20	\$7,200.00	\$7,200.00
\$21.00	1000	\$8.40	\$8,400.00	\$8,400.00
			Total Project Cost	\$15,600.00

Balan's Brickell, LLC Culinary Specialist (Cooks) Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 3 Apprentices
\$18.00	1000	\$7.20	\$7,200.00	\$21,600.00
\$20.00	1000	\$8.00	\$8,000.00	\$24,000.00
			Total Project Cost	\$45,600.00

Issabella's Miami Culinary Specialist (Cooks) Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 1 Apprentice
\$18.00	1000	\$7.20	\$7,200.00	\$7,200.00
\$20.00	1000	\$8.00	\$8,000.00	\$8,000.00
			Total Project Cost	\$15,200.00

Restaurant Manager

This program is designed for persons who aspire to become Restaurant Managers. Participants are prepared to oversee food preparation, ensuring compliance with health, safety, food handling, and hygiene standards while ensuring customer satisfaction with all aspects of the restaurant and dining experience. A Restaurant Manager also assesses the needs of the company and devises strategies that produce profit, develops and maintains relationships with clients & customers, and resolves concerns in a diplomatic and courteous manner. This program is a career pathway that combines college coursework, mentoring, and on-the-job training. Employer partners include Earl's Kitchen and Landshark Bayside Bar & Grill Restaurant.

Earl's Kitchen Restaurant Manager Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 5 Apprentices
\$20.00	1000	\$8.00	\$8,000.00	\$40,000.00
\$21.00	1000	\$8.40	\$8,400.00	\$42,000.00
Total Project Cost				\$82,000.00

Landshark Bayside Restaurant Manager Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 1 Apprentice
\$18.00	1000	\$7.20	\$7,200.00	\$7,200.00
\$21.00	1000	\$8.40	\$8,400.00	\$8,400.00
Total Project Cost				\$15,600.00

Note: Landshark Bayside Restaurant had one previously approved apprentice at the SFWIB Meeting on October 16, 2025. The employer has requested to onboard one additional apprentice.

Teacher Assistant

The program is designed to provide 3,000 hours of On-The-Job training (OJT) and 15 credit hours of Related Technical Instruction (RTI). The RTI will be provided by Miami Dade College (MDC) and the OJT portion of the apprenticeship will be provided by local small business early education centers. Upon successful completion of the program, participants will earn the nationally recognized Child Development Associate (CDA) certification. Employer partners include Children of the New Sun, the Haitian Youth and Community Center of Florida, Inc., Empowering Youth, Inc., and MLS Academy.

Children of the New Sun Teacher Assistant Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 2 Apprentices
\$15.35	1000	\$6.14	\$6,140.00	\$12,280.00
\$15.50	1000	\$6.20	\$6,200.00	\$12,400.00
Total Project Cost				\$24,680.00

Haitian Youth and Community Center of Florida, Inc. Teacher Assistant Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 5 Apprentices
\$15.50	1000	\$6.20	\$6,200.00	\$31,000.00
\$16.00	1000	\$6.40	\$6,400.00	\$32,000.00
			Total Project Cost	\$63,000.00

Empowering Youth Inc. Teacher Assistant Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 1 Apprentice
\$15.35	1000	\$6.14	\$6,140.00	\$6,140.00
\$15.50	1000	\$6.20	\$6,200.00	\$6,200.00
			Total Project Cost	\$12,340.00

MLS Academy Teacher Assistant Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 3 Apprentices
\$15.50	1000	\$6.20	\$6,200.00	\$18,600.00
\$15.75	1000	\$6.30	\$6,300.00	\$18,900.00
			Total Project Cost	\$37,500.00

Hotel Associate

The Hotel Associate Apprenticeship program is designed for persons who aspire to become Hotel Associates. Participants are prepared for a successful career in the lodging industry. Participants will also be prepared for positions such as Front Desk Agent or Guest Service Representative. The employer partner for this apprenticeship is The Palm's Hotel.

The Palm's Hotel Associate Apprenticeship				
Project Wage	OJT Hours	40 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 1 Apprentice
\$16.00	2000	\$6.40	\$12,800.00	\$12,800.00
			Total Project Cost	\$12,800.00

Note: The employer did not establish a midpoint wage within the contractual time period.

FUNDING: Workforce Innovation and Opportunity Act

PERFORMANCE:

Culinary Specialist (Cook) Apprenticeship Program Performance		
Local Workforce Development Area (LWDA) Performance	SFWIB Funded Apprentice	Total Apprentice
Number of Participants Served	11	11
Number of Participants to Complete Training	11	11
Training Completion Rate	100.00%	100.00%
Number of Participants to be Placed into Jobs	11	11
Employment Rate	100.00%	100.00%
Average Wage	\$18.50	\$18.50
Avg Net Economic Benefit	\$37,000.00	\$37,000.00
Return-On-Investment	\$1.52	\$1.52
Economic Impact	\$245,800.00	\$245,800.00
State and Federal Performance (Achieved and Projected)		
Indicators of Performance WIOA Adult (AD) & Wagner-Peyser (WP)	Performance Goal	Projected Performance
Employment Rate 2nd Quarter After Exit-AD	64.50%	155.04%
Employment Rate 4th Quarter After Exit-AD	66.10%	151.29%
Median Earnings 2nd Quarter After Exit-AD	\$6,813.00	\$9,620.00
Credential Attainment-AD	50.60%	197.63%
Measurable Skill Gains-AD	24.90%	401.61%
Employment Rate 2nd Quarter After Exit-WP	61.70%	162.07%
Employment Rate 4th Quarter After Exit-WP	59.40%	168.35%
Median Earnings 2nd Quarter After Exit -WP	\$6,063.00	\$9,620.00
Not Met (less than 90% of negotiated)		
Met (90-100% of negotiated)		
Exceeded (greater than 100% of negotiated)		

Restaurant Manager Apprenticeship Program Performance		
Local Workforce Development Area (LWDA) Performance	SFWIB Funded Apprentice	Total Apprentice
Number of Participants Served	6	6
Number of Participants to Complete Training	6	6
Training Completion Rate	100.00%	100.00%
Number of Participants to be Placed into Jobs	6	6
Employment Rate	100.00%	100.00%
Average Wage	\$20.50	\$20.50
Avg Net Economic Benefit	\$40,000.00	\$40,000.00
Return-On-Investment	\$1.52	\$1.52
Economic Impact	\$148,400.00	\$148,400.00
State and Federal Performance (Achieved and Projected)		
Indicators of Performance WIOA Adult (AD) & Wagner-Peyser (WP)	Performance Goal	Projected Performance
Employment Rate 2nd Quarter After Exit-AD	64.50%	155.04%
Employment Rate 4th Quarter After Exit-AD	66.10%	151.29%
Median Earnings 2nd Quarter After Exit-AD	\$6,813.00	\$10,660.00
Credential Attainment-AD	50.60%	197.63%
Measurable Skill Gains-AD	24.90%	401.61%
Employment Rate 2nd Quarter After Exit-WP	61.70%	162.07%
Employment Rate 4th Quarter After Exit-WP	59.40%	168.35%
Median Earnings 2nd Quarter After Exit -WP	\$6,063.00	\$10,660.00
Not Met (less than 90% of negotiated)		
Met (90-100% of negotiated)		
Exceeded (greater than 100% of negotiated)		

Teacher Assistant Apprenticeship Program Performance		
Local Workforce Development Area (LWDA) Performance	SFWIB Funded Apprentice	Total Apprentice
Number of Participants Served	11	11
Number of Participants to Complete Training	11	11
Training Completion Rate	100.00%	100.00%
Number of Participants to be Placed into Jobs	11	11
Employment Rate	100.00%	100.00%
Average Wage	\$15.56	\$15.56
Avg Net Economic Benefit	\$31,120.00	\$31,120.00
Return-On-Investment	\$1.49	\$1.49
Economic Impact	\$204,800.00	\$204,800.00
State and Federal Performance (Achieved and Projected)		
Indicators of Performance WIOA Adult (AD) & Wagner-Peyser (WP)	Performance Goal	Projected Performance
Employment Rate 2nd Quarter After Exit-AD	64.50%	155.04%
Employment Rate 4th Quarter After Exit-AD	66.10%	151.29%
Median Earnings 2nd Quarter After Exit-AD	\$6,813.00	\$8,091.20
Credential Attainment-AD	50.60%	197.63%
Measurable Skill Gains-AD	24.90%	401.61%
Employment Rate 2nd Quarter After Exit-WP	61.70%	162.07%
Employment Rate 4th Quarter After Exit-WP	59.40%	168.35%
Median Earnings 2nd Quarter After Exit -WP	\$6,063.00	\$8,091.20
Not Met (less than 90% of negotiated)		
Met (90-100% of negotiated)		
Exceeded (greater than 100% of negotiated)		

Hotel Associate Apprenticeship Program Performance		
Local Workforce Development Area (LWDA) Performance	SFWIB Funded Apprentice	Total Apprentice
Number of Participants Served	1	1
Number of Participants to Complete Training	1	1
Training Completion Rate	100.00%	100.00%
Number of Participants to be Placed into Jobs	1	1
Employment Rate	100.00%	100.00%
Average Wage	\$16.00	\$16.00
Avg Net Economic Benefit	\$32,000.00	\$32,000.00
Return-On-Investment	\$1.50	\$1.50
Economic Impact	\$19,200.00	\$19,200.00
State and Federal Performance (Achieved and Projected)		
Indicators of Performance WIOA Adult (AD) & Wagner-Peyser (WP)	Performance Goal	Projected Performance
Employment Rate 2nd Quarter After Exit-AD	64.50%	155.04%
Employment Rate 4th Quarter After Exit-AD	66.10%	151.29%
Median Earnings 2nd Quarter After Exit-AD	\$6,813.00	\$8,320.00
Credential Attainment-AD	50.60%	197.63%
Measurable Skill Gains-AD	24.90%	401.61%
Employment Rate 2nd Quarter After Exit-WP	61.70%	162.07%
Employment Rate 4th Quarter After Exit-WP	59.40%	168.35%
Median Earnings 2nd Quarter After Exit -WP	\$6,063.00	\$8,320.00
Not Met (less than 90% of negotiated)		
Met (90-100% of negotiated)		
Exceeded (greater than 100% of negotiated)		

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: APPRENTICESHIP PROGRAM ON-THE-JOB TRAINING EMPLOYER REIMBURSEMENTS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the board the approval of an allocation in an amount not to exceed \$150,750 in Workforce Innovation and Opportunity Act funds for On-the-Job Training reimbursement to Bean Automotive for the Automotive Technician Specialist Apprenticeship Programs 4th Cohort, as set forth below

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

STRATEGIC PROJECT: **Maximizing collaborative partnerships**

BACKGROUND:

The Bean Automotive Group Apprenticeship Program is a collaboration between the Miami Dade College (MDC) Apprenticeship Program, Bean Automotive Group, LP, the Beacon Council's Miami Community Ventures, and the South Florida Workforce Investment Board (SFWIB). The program was designed to address the shortage of qualified automotive technicians in Miami-Dade County.

Due to the success of the third cohort, SFWIB staff is requesting approval for funding for the fourth cohort of the Automotive Technician Specialist Apprenticeship Program in an amount not to exceed \$150,750 dollars. The allocated funds will provide a 30 percent reimbursement for gross wages to Bean Automotive Group, LP., which includes 2,000 hours of On-the-Job-Training (OJT) for 15 apprentices.

Recruitment for the fourth cohort is currently underway. The starting wage is for \$16.50 per hour, with another wage increase after the first 1000 hours to \$17.00 per hour. The requested \$150,750 in funding will cover the first 2000 hours to include the wage increase.

Bean Automotive Group Apprenticeship				
Project Wage	OJT Hours	30 percent Wage Reimbursement	Training Cost Per Apprentice	Total Project Cost @ 15 Apprentice
\$16.50	1000	\$4.95	\$4,950.00	\$74,250.00
\$17.00	1000	\$5.10	\$5,100.00	\$76,500.00
			Total Project Cost	\$150,750.00

FUNDING: Workforce Innovation Opportunity Act

PERFORMANCE:

Bean Automotive Apprenticeship Past Program Performance		
Local Workforce Development Area (LWDA) Performance	SFWIB Funded Apprentice	Total Apprentice
Number of Participants Served	50	50
Number of Participants to Complete Training	38	38
Training Completion Rate	76.00%	76.00%
Number of Participants to be Placed into Jobs	38	38
Employment Rate	76.00%	76.00%
Average Wage	\$16.25	\$16.25
Avg Net Economic Benefit	\$32,500.00	\$32,500.00
Return-On-Investment	\$1.26	\$1.26
Economic Impact	\$689,000.00	\$689,000.00
State and Federal Performance (Achieved and Projected)		
Indicators of Performance WIOA Adult (AD) & Wagner-Peyser (WP)	Performance Goal	Projected Performance
Employment Rate 2nd Quarter After Exit-AD	64.50%	117.83%
Employment Rate 4th Quarter After Exit-AD	66.10%	114.98%
Median Earnings 2nd Quarter After Exit-AD	\$6,813.00	\$8,450.00
Credential Attainment-AD	50.60%	150.20%
Measurable Skill Gains-AD	24.90%	305.22%
Employment Rate 2nd Quarter After Exit-WP	61.70%	123.18%
Employment Rate 4th Quarter After Exit-WP	59.40%	127.95%
Median Earnings 2nd Quarter After Exit -WP	\$6,063.00	\$8,450.00
Not Met (less than 90% of negotiated)		
Met (90-100% of negotiated)		
Exceeded (greater than 100% of negotiated)		

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 8

AGENDA ITEM SUBJECT: CRISTO REY CHARTER SCHOOL

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of an allocation in the amount not to exceed \$100,000 in TANF funds to Cristo Rey Charter School, to serve as the youth service provider for Paid Work Experience, as set forth below.

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

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

BACKGROUND:

Cristo Rey Charter School operates a proprietary Corporate Work Study Program that uniquely positions it to deliver high-impact workforce development services to disadvantaged youth in Miami-Dade County.

Under this initiative, Cristo Rey will recruit, enroll, and serve TANF-eligible youth from needy families, providing:

- Career readiness training
- Occupational skills training
- Structured, paid work-based learning opportunities

These services are designed to reduce dependence on public assistance by promoting job preparation, work experience, and long-term employability for disadvantaged youth.

The requested \$100,000 in TANF funding will support Cristo Rey's efforts to deliver these services during the program year.

FUNDING: Temporary Assistance to Needy Families (TANF)

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 9

AGENDA ITEM SUBJECT: NEW REGISTERED APPRENTICESHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of a new Registered Apprenticeship Program, as set forth below.

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Improve credential outcomes for job seekers**

BACKGROUND:

In accordance with Section 122 of the Workforce Innovation and Opportunity Act, regional workforce boards are permitted to independently develop criteria for the selection and subsequent eligibility of Training Providers and programs. The South Florida Workforce Investment Board (SFWIB) developed processes to evaluate an applicant's programmatic capabilities.

SFWIB staff completed the review process and recommends to the Council to approve the following new apprenticeship program.

1. Miami Dade Transit Apprenticeship – (2025-FL-136986)
 - Transit Bus Technician/Bus Maintenance Technician (RAPIDS Code 0124HY)

The Transit Bus Technician Apprenticeship Program, sponsored by the Miami-Dade County Department of Transportation and Public Works, provides participants with hands-on training and technical instruction to develop critical skills in bus maintenance and repair. Apprentices gain expertise in safety protocols, bus operation, tool usage, vehicle maintenance, steering and suspension systems, brake systems, pneumatic systems, electrical systems, engine maintenance, transmission systems, HVAC systems, and special equipment diagnostics. The program includes 2,000-2,500 hours of on-the-job training and 200 hours of related technical instruction annually, delivered through classroom, web-based, and shop learning. This comprehensive program ensures apprentices are equipped with the skills and experience needed to excel as Transit Bus Technicians.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 10

AGENDA ITEM SUBJECT: NEW REGISTERED APPRENTICESHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of a new Registered Apprenticeship Program, as set forth below

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Improve credential outcomes for job seekers**

BACKGROUND:

In accordance with Section 122 of the Workforce Innovation and Opportunity Act, regional workforce boards are permitted to independently develop criteria for the selection and subsequent eligibility of Training Providers and programs. The South Florida Workforce Investment Board (SFWIB) developed processes to evaluate an applicant's programmatic capabilities.

SFWIB staff completed the review process and recommends to the Council to approve the following new apprenticeship program.

1. Award Excellence Training Institute – (2025-FL-131124)
 - Heating & Air Conditioning Mechanic Installer (RAPIDS Code 0637)
 - Project Manager (RAPIDS Code 3019)
 - Residential Carpenter (RAPIDS Code 0564)

Apprentices in the Heating and Air Conditioning program gain hands-on experience installing, maintaining, and repairing HVAC systems while developing strong skills in electrical work, refrigeration principles, diagnostics, and troubleshooting. They learn safe work practices, proper refrigerant handling, and code compliance, along with mechanical abilities such as brazing, ductwork installation, and system testing. Throughout the apprenticeship, they also build professionalism, communication skills, and the ability to work independently or as part of a team, preparing them for a successful career as HVAC technicians.

Apprentices in Project Manager program gain practical experience supporting the planning, coordination, and execution of construction and organizational projects. During their training, apprentices learn to create schedules, track budgets, manage resources, and communicate effectively with team members, clients, and subcontractors. They develop skills in problem-solving, document control, and ensuring work aligns with project goals and safety standards.

Through hands-on involvement and mentorship from experienced project managers, apprentices build confidence in leadership, organization, and decision-making, preparing them for increased responsibility in managing successful projects.

Apprentices in the Residential Carpenter program gain skills in blueprint reading, framing, concrete work, drywall installation, roofing, and finish carpentry, while also learning safety compliance, tool mastery, and trade ethics. This earn-while-you-learn program fosters professional development, job readiness, and career advancement, preparing graduates for journeyman certification and long-term success in the construction industry.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 12/18/2025

AGENDA ITEM NUMBER: 11

AGENDA ITEM SUBJECT: ON-THE-JOB TRAINING POLICY REVISIONS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of a revised On-The-Job Training (OJT) Policy, as set forth below

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

STRATEGIC PROJECT: **Improve service delivery outcomes**

BACKGROUND:

On December 21, 2023, the SFWIB approved a revision to the On-The-Job Training (OJT) Policy. The policy guides all SFWIB stakeholders with program requirements regarding the use of formula training funds and eligibility for OJT. The policy has three principal benefits: provide minimum standards and suggestions for implementing federally funded OJT, promote an increase in the region's utilization of OJT, and encourage the development of effective protocol to streamline OJT agreements to best meet the needs of the local business community.

SFWIB staff recommends to the Global Talent and Competitiveness Council the following OJT Policy revisions:

- Page 1 - Section I -- Of Interest To - The language was revised to remove Monroe County from the LWDA 23 designation
- Page 5 - Section X -- Compensation (5) - The maximum OJT compensation amount a business can receive per participant increased from \$11,700 dollars to \$12,500 dollars to be consistent with Individual Training Account (ITA) limit.
- Page 6 - Section XI -- Apprenticeships - Language was added regarding how the SFWIB provides support to approved apprenticeship programs. SFWIB shall reimburse a business 40 percent of the participant's wages up to 2,000 OJT hours per apprentice.
- Page 6 - Section XII -- Opportunity Zones - The definition and background information regarding opportunity zones

was added. Additionally, FloridaCommerce approved a waiver allowing local workforce development boards to reimburse businesses up to 90 percent for OJT costs – and up to 100 percent for employers located in, or employing residents who live within federally designated Opportunity Zones. This waiver was approved at the recommendation of SFWIB and represents a major step forward for Florida’s work-based training strategy.

FUNDING: WIOA

PERFORMANCE: N/A

ATTACHMENT



BOARD POLICY

**POLICY
NUMBER**
POL 400-6.1

Title:	SFWIB On-the-Job Training (OJT)		
Effective:	December 18, 2025	Revised:	December 10, 2025
Supersedes:	POL 400-6	Version:	003

I. OF INTEREST TO

The On-the-Job Training (OJT) Policy should be of interest to members of the South Florida Workforce Investment Board (SFWIB)/dba CareerSource South Florida (CSSF), SFWIB staff, Contractors (Service Providers), Training Vendors, Businesses, Job Seekers, and Employees in local workforce development area (LWDA) 23 (Miami-Dade County).

II. PURPOSE AND SCOPE

The purpose of the OJT Policy is to provide all SFWIB stakeholders with program requirements regarding the use of formula training funds and eligibility for OJT.

III. BACKGROUND

The WIOA includes OJT as one of its approved training services. The OJT program is a work- and evidence-based strategy that provides reimbursements to employers for the extraordinary costs associated with skills upgrade and loss of production time for hiring and training a new employee. The SFWIB provides OJT services via an agreement with a business (public, private non-profit or private for-profit), Service Provider, and an eligible participant.

IV. STATUTORY AUTHORITIES

- A. [Workforce Innovation and Opportunity Act \(WIOA\) of 2014, Public Law \(Pub. L.\) 113-128](#) § 3(44); 134(c)(H); 181
- B. Trade Adjustment Assistance (TAA) Act of 1974, as amended, (the Act) [TAA Reauthorization Act of 2015](#) § 236(c)
- C. Code of Federal Regulations (CFR), Title 20 Parts [617](#); [618.635](#); [680.530](#); [680.700-680.840](#); [681.600](#); [683.400](#); [683.410](#)
- D. U.S. Department of Labor Training and Employment Guidance Letter (TEGL) [04-20](#); [19-16](#)
- E. [2 CFR Appendix II, to Part 200](#), Contract Provisions for Non-Federal Entity Contracts under Federal Awards
- F. Florida Statutes, Title XXXI, Chapter [446](#)

Approved By:
Rick Beasley, Executive Director

V. DEFINITIONS

- A. On-the-Job Training (OJT) - means training by an employer that is provided to a paid participant while engaged in productive work in a job that: a) provides knowledge or skills essential to the full and adequate performance of the job; b) provides reimbursement to the employer of up to 75 percentage of the training wage rate; c) is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.
- B. Registered Apprenticeship (RA) – means a national training system that combines paid learning on-the-job and related technical and theoretical instruction in a skilled occupation. An apprenticeable occupation is specified by industry.
- C. Work Experience – means a planned, structured learning experience that takes place in a workplace for a limited period of time. Work experience may be paid or unpaid, as appropriate and may take place in the private for-profit sector, the non-profit sector, or the public sector.

VI. POLICY

On-the-Job Training (OJT) shall be provided in accordance with the WIOA for eligible adult and dislocated workers, unemployed and underemployed workers, and out-of-school youth participants. The OJT shall be provided through a contract with an employer to hire a participant and provide structured training that imparts the knowledge and skills necessary for the participant to fully perform the duties of the job for which they were hired. The contract shall be signed by all parties prior to the OJT participant beginning the training. Individuals hired as OJT participants shall be employees of the contracted employer.

VII. CONFLICT OF INTEREST

The SFWIB shall not favor a referral from and/or to a member of the SFWIB over another business in the community. OJT placements shall be made based upon what will be most beneficial to the participant.

American Job Center (AJC) staff shall notify the SFWIB whenever an OJT Agreement is connected to an SFWIB member, Service Provider, or employee.

Service providers are prohibited from recommending an agreement or making OJT referrals to businesses who are members of their immediate family or members of families of other Service Provider staff or SFWIB staff.

The AJC shall not enter into an OJT contract with a business to hire a participant who is a relative (member of the family) of the business. Relative is defined as: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister. (Section 112.3135, Florida Statutes).

VIII. REVERSE REFERRALS

Reverse referral is when the business has identified someone they would like to hire but the individual has demonstrated skills deficiency related to the position's requirements. A

business may refer a job applicant to the Service Provider for potential OJT enrollment. In the case of reverse referrals, the candidate must schedule an eligibility determination and assessment appointment with a Service Provider and must be eligible for WIOA as a dislocated worker or adult. The Service Provider must utilize normal eligibility assessment and enrollment procedures.

Participant's eligibility must be determined prior to employment; no pre-hires or period of employment prior to the execution of an OJT agreement and participant training plan are acceptable.

IX. ELIGIBILITY

A. Business

Prior to entering into an agreement for OJT services with a business, the Service Provider AJC staff shall ensure that the business is eligible.

Businesses that meet the following criteria are considered eligible and may, subject to available funding, enter into an OJT agreement:

1. Located in the State of Florida;
2. Hold valid business tax receipt (formally an occupational license) and/or zoning permit;
3. Maintains Workers Compensation Insurance (if applicable);
4. General Liability Insurance
5. Form 941
6. W-9
7. Active business as verified by Florida Department of State Division of Corporations (www.sunbiz.org);
8. Business has operated at current location for at least 120 days.

B. Participant

Participants (adult, dislocated workers and youth) that meet the following criteria may, subject to available funding, receive OJT through an executed agreement:

1. Eligible under one of the SFWIB funded programs: WIOA Youth, WIOA Adult, WIOA Dislocated, TANF, Refugee, etc.
2. Not fully skilled in the chosen occupation, is in need of Training Services, and has the skills and qualifications to successfully complete the OJT.
3. Under the WIOA, has received individualized services, which include career planning.

A participant in a registered apprenticeship who is employed as part of that arrangement, may receive OJT and shall be treated as other agreements provided for employed workers as described in § 680.710 under the WIOA.

On-the-Job Training may be provided in same manner as described in § 680.700 under the WIOA for an unemployed participant in a registered apprenticeship.

Individuals eligible for training funds under the Trade Adjustment Assistance (TAA) Reauthorization Act of 2015, shall be provided to co-enrolled participants.

X. OJT AGREEMENT

A. Conditions

1. Participants may not commence training and businesses may not hire prior to the execution of the OJT agreement. The agreement is executed when signed by all required parties, i.e., service provider, business, and participant.
2. The appropriate signatory for the business shall be either the owner where the business is incorporated; a partner where the business is a partnership; or an officer if the business is a corporation. Corporations sometimes designate signatories other than their officers. In such instances, written authority transferring signatory responsibilities shall be obtained by the AJC or youth service provider staff responsible for developing the agreement.
3. OJT may be sequenced with, or accompanied by, other types of training, as applicable under the law.
4. Businesses must agree to establish and maintain records with respect to all matters covered by the OJT agreement; and allow public inspection of all documents, papers, letters or other materials made or received by the business in conjunction with said agreement, unless the records are exempt under federal or state law. Businesses shall retain such records for at least five (5) years from the date of final payment, or until all related federal and state audits or litigation is completed, whichever is later.
5. The business must agree to comply with the provisions of the Certification Regarding Lobbying, Certification Regarding Debarment, Suspension and Other Matters, Public Entity Crime, Florida Clean Indoor Air Act and the Certification regarding a Drug-Free Workplace.
6. The business must agree to comply with the nondiscrimination and equal opportunity provisions of federal or state law.
7. An OJT agreement may be entered into for a registered apprenticeship program to train participants. Said agreements shall be with the employer, and may be used to support the OJT portion of the apprenticeship program which may involve classroom related technical instruction.

B. Duration

1. An OJT agreement shall be limited to the period of time required for a participant to become proficient in the occupation for which the training is being provided.
2. OJT agreements shall not exceed six months of training unless there is documented justification and written approval from the SFWIB Executive Director.

C. Compensation

1. Reimbursement for wages under an OJT agreement shall be based on the hourly wage rate and applicable percentage rate for competencies/skills in the training agreement's outline in accordance with all applicable laws. For purposes of the provision of OJT under this policy, an employer may be reimbursed an amount of the wage rate of a participant, for the extraordinary costs of providing the training and additional supervision related to the OJT.

2. The reimbursement level shall be in accordance with WIOA section 3(44) in an amount up to 75 percent of the participant's hourly wage rate and shall be based on a number of factors, including, but may not be limited to:
 - i. Company size.
 - ii. The characteristics of the participants in accordance with WIOA sec.134(c)(3)(H)(ii)(I), including whether the OJT contract leads to employment for individuals with barriers to employment.
 - iii. Quality of employer-provided training and advancement opportunities.
 - iv. Wage and benefit level of the employee both before and after OJT completion, and relation of training to the competitiveness of the participant.
 - v. Retention of employees from previous OJT agreements.

The service provider shall document the factors used to validate the increase in wage reimbursement levels above 50 percent and up to 75 percent.

3. Shall be limited in duration, as appropriate to the occupation for which the participant is being trained.
4. AJC Provider staff and Youth Provider staff shall not execute OJT agreements for occupations that pay less than an hourly wage rate of \$15.00.
5. Service Providers shall not execute OJT agreements exceeding a total possible business compensation of \$12,500 per participant without prior written SFWIB approval.
6. Participants employed under an OJT agreement shall be compensated by the business at the same rates, (including periodic increases) as similarly situated employees. In no event, however, shall OJT participants be paid less than the higher of the minimum wage specified under the Fair Labor Standards Act of 1938, as amended or the applicable state or local minimum wage.
7. Participants employed under a SFWIB OJT agreement shall receive the same fringe benefits and be subject to the same working conditions granted to regular employees under the same or similar occupational title.
8. Payments to a business under an OJT agreement shall not exceed any program specific federal, state or local guidelines and limitations, for the costs of providing the training and additional supervision related to the training.
9. OJT payments shall not be based on overtime, shift differential, premium pay and other non-regular wages paid by the business to participants.
10. Businesses shall not pay OJT participants in cash.
11. Businesses shall submit certified payroll records, as part of the invoicing process, in order to receive the applicable reimbursement.
12. Businesses shall be reimbursed by the AJC and youth service providers. The final reimbursement shall be made upon the completion of the last competency and when proper documentation has been provided. Reimbursement should coincide with the business' pay period. The reimbursement amounts shall be based upon the relevant funding stream requirements and any waivers at the time of the agreement. In accordance with section XIV of this policy, service providers may

submit a written request to the SFWIB Executive Director to approve an exception to the reimbursement process.

XI. APPRENTICESHIPS

SFWIB may provide support to approved apprenticeship programs in which businesses are seeking reimbursement for the OJT component. Eligible businesses shall receive reimbursement of 40 percent of participant wages up to 2,000 OJT hours per apprentice. Businesses must be deemed eligible to receive reimbursement in accordance with this policy.

Funding for apprenticeship programs shall be approved by the SFWIB. In the event the apprenticeship begins prior to SFWIB funding approval, AJCs are authorized to use their existing training funds (classroom training, OJT, PWE, etc.) to start the apprenticeship/OJT project immediately.

XII. OPPORTUNITY ZONES

Opportunity Zones represent economically distressed census tracts identified by state governors and certified by the U.S. Department of the Treasury. Targeted communities have historically experienced systemic barriers to economic growth, persistent underinvestment, and limited access to employment opportunities. These conditions have resulted in disproportionate challenges to achieving equitable economic participation and job creation. FloridaCommerce has issued a waiver to waive the requirement from the Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i) and 20 CFR 680.720(b).

SFWIB shall provide up to 90 percent wage reimbursement for OJT participants for businesses of any size. Additionally, SFWIB shall provide up to 100 percent wage reimbursement for businesses located in or employing residents within designated Opportunity Zones.

XIII. TRADE ADJUSTMENT ASSISTANCE (TAA)

Co-enrollment of an eligible trade-affected worker in the WIOA dislocated worker program is a proven successful service delivery model that helps ensure TAA participants have access to services and benefits, as appropriate. Although OJT reimbursements are limited to 50 percent in the TAA program, there is no requirement for WIOA to provide additional reimbursement for TAA participants.

WIOA may pay up to 75 percent of the wage rate for the participant, in limited circumstances and in accordance with WIOA section 134(c)(3)(H), to cover the extraordinary costs of providing the training and additional supervision related to the training. There is no OJT wage cap established under the TAA program.

XIV. GRIEVANCES AND APPEALS

Service providers shall advise participants of their right of appeal using either the business' grievance procedures, or those of the SFWIB, if previously agreed upon with the business. If a business elects to use its own grievance procedures, the business must agree to provide information to the SFWIB as to the actions taken under those procedures. If the

participant is not satisfied with the outcome after using the business' grievance procedures, the individual may elect to file a grievance with the SFWIB under the SFWIB grievance procedures.

XV. PROHIBITIONS/LIMITATIONS

1. Participants shall not be employed to carry out the construction, operation, or maintenance of any part of any facility that is used or to be used for sectarian instruction or as a place for religious worship (except with respect to the maintenance of a facility that is not primarily or inherently devoted to sectarian instruction or religious worship, in a case in which the organization operating the facility is part of a program or activity providing services to participants).
2. OJT agreements shall not be written for part-time employment. Proof of full-time employment shall be established and documented by the business. Verification shall be made by the AJC and youth service providers. Written requests for exceptions shall be made in writing in accordance with section XIV of this policy, prior to execution of an OJT agreement.
3. OJT agreements shall not be written for jobs with a Specific Vocational Preparation (SVP) of two or lower, except for participants who have a documented disability for whom such a placement would be appropriate or where written justification is provided to and approved in writing in accordance with section XIV of this policy. Lack of prior work history or non-English speaking are not to be considered disabilities for the purpose of complying with this provision, but may justify placement into a job with a low SVP.
4. Agreements shall not entered into with a business who has previously exhibited a pattern of failing to provide OJT participants with continued long-term employment and/or wages, benefits, and working conditions that are equal to those provided to regular employees who have worked a similar length of time and are doing the same type of work.
5. A participant shall not be charged a fee by any officer, employee, agent, or representative of the business or service provider for the placement or referral of such individuals in or to a training funded under an OJT agreement or amendments thereof.
6. A participant in a program or activity authorized under title I of WIOA shall not displace (including a partial displacement, such as a reduction in the hours of non-overtime work, wages, or employment benefits) any currently employed employee (as of the date of OJT participation).
7. An OJT funded agreement shall not impair existing contracts for services or collective bargaining agreements. When a program or activity authorized under Title I of WIOA would be inconsistent with a collective bargaining agreement, the appropriate labor organization and employer shall provide written concurrence before the agreement is initiated.

8. An OJT participant shall not be employed in, or assigned to, a job if:
 - a. Any other individual is on layoff from the same or any substantially equivalent job.
 - b. The employer has terminated the employment of any regular, unsubsidized employee or otherwise caused an involuntary reduction in its workforce with the intention of filling the vacancy so created with the OJT participant.
 - c. The job is created in a promotional line that infringes in any way on the promotional opportunities of currently employed workers.
9. OJT funds shall not be used for any political activity, lobbying of federal, state, or local legislators, or to promote or oppose unionization.
10. OJT funds shall not be used to directly or indirectly assist, promote, or deter union organizing.
11. OJT participants shall not be placed in a home-based business.
12. OJT funds shall not be used to encourage or induce a business, or part of a business, to relocate from any location in the United States, if the relocation results in any employee losing his or her job at the original location.

XVI. EXCEPTIONS

Exceptions to this policy, or any part thereof, must be approved in writing by the SFWIB Executive Director.

XVII. REVISION HISTORY

Date	Description
August 20, 2015	Revised, approved, and reissued by the SFWIB. This policy supersedes and replaces Version 02.

XVIII. RESCISSIONS/CANCELATIONS

There are no rescissions or cancelations for this policy.