



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
GLOBAL TALENT AND COMPETITIVENESS COUNCIL (GTCC) MEETING
THURSDAY, FEBRUARY 22, 2024
8:30 AM**

ARPEC School/UA Local 725 Pipefitters
13201 NW 45th Avenue (Room 3)
Opa Locka, FL 33054

The public may choose to view the session online via Zoom.
Registration is required: <https://us02web.zoom.us/meeting/register/tZApcuCuqDoiHdfQcKvvSUWUz1vGZliStRim>

AGENDA

1. Call to Order and Introductions
2. Approval of Global Talent & Competitiveness Council (GTCC) Meeting Minutes
 - A. December 21, 2023
3. Recommendation as to Approval of a New Demand Occupation List Addition
4. Recommendation as to Approval of Revisions to the Individual Training Account Policy
5. Recommendation as to Approval of a Temporary Assistance to Needy Families Work & Pre-Penalty Policy
6. Recommendation as to Approval of Modifications to the Support Services Matrix

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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."

Global Talent & Competitiveness Council (GTCC) Attendance Roster
 PY 2022 - 2024

Quorum Standard: 6

#	Member First Name	Member Last Name	08/18/2022	10/20/2022	12/15/2022	02/16/2023	04/20/2023	06/15/2023	08/17/2023	10/19/2023	12/21/2023	Total Absences	Total Present
1	Gilda	Ferradaz	A	P	P	P	P	P	P	P	P	1	8
2	Juan-Carlos	del Valle	P	P	P	A	P	P	E	P	E	1	6
3	Bruce	Brecheisen	A	A	P	P	P	E	P	P	P	2	6
4	Clarence	Brown	A	P	P	P	P	P	A	P	P	2	7
5	Luis	Gazitua	A	A	A	A	A	A	A	A	A	9	0
6	Sonia	Grice						E	P	A	P	1	2
7	Obdulio	Piedra	A	P	P	A	P	P	P	E	E	2	5
8	Alvin	West*	P	A	A							2	1
9	Michelle	Coldiron	P	A	P	A	A	P	A	A	P	5	4
10	Oscar	Loynaz	A	P	P	A	P	P	E	E	P	2	5
11	David	Whitaker								P	P	0	2
Total Present (P)			3	5	7	3	6	6	4	5	6		
Total Absences (A)			6	4	2	5	2	1	3	3	1		
Total Excused			0	0	0	0	0	2	2	2	2		

CSS

* Member removed from the Board December 2023

** Member assigned to GMCC May 2023



SFWIB GLOBAL TALENT & COMPETITIVENESS COUNCIL MEETING

DATE: 2/15/2024

AGENDA ITEM: 2A

AGENDA TOPIC: MEETING MINUTES

SFWIB GLOBAL TALENT & COMPETITIVENESS COUNCIL MEETING MINUTES

DATE/TIME: December 21, 2023, 8:30AM

LOCATION: ARPEC School/UA Local 725 Pipefitters
Room #2
13201 N.W. 45th Avenue
Opa Locka, FL 33054

Zoom: <https://us02web.zoom.us/meeting/register/tZApcuCuqDoiHdfQcKvvSUWUz1vGZLiStRim>

1. **CALL TO ORDER:** Chairwoman Ferradaz called to order the regular meeting of the SFWIB Global Talent and Competitiveness Council on December 21, 2023 at 8:47am.
2. **ROLL CALL:** 10 members; 6 required; 7 present: Quorum Achieved

SFWIB GTCC MEMBERS PRESENT	SFWIB GTCC MEMBERS ABSENT	SFWIB STAFF
Brecheisen, Bruce Brown, Clarence Ferradaz, Gilda, Chair Grice, Sonia Lincoln, Michelle, Commissioner Loynaz, Oscar M.D., Vice-Chair Whitaker, David	Gazitua, Luis SFWIB GTCC MEMBERS EXCUSED Del Valle, Juan-Carlos Piedra, Obdulio	Parson, Robert Smith, Robert
OTHER ATTENDEES		
Acosta, Eragmo, Florida State Minority Supplier Garcia, Joe, CAMACOL Pigett, Matthew, Miami-Dade Chamber of Commerce		

Agenda items are displayed in the order they were discussed.

2A. Approval of GTCC Meeting Minutes – October 19, 2023

Motion by Dr. Loynaz to approve the SFWIB GTCC Meeting minutes from October 19, 2023. Motion was seconded and **passed without dissent.**

No further comments or suggestions were submitted from the members. Item closed.

2B. Approval of GTCC Meeting Minutes – August 17, 2023

Motion by Dr. Loynaz to approve the SFWIB GTCC Meeting minutes from August 17, 2023. Motion was seconded and **passed without dissent.**

No further comments or suggestions were submitted from the members. Item closed.

3. Approval – Florida College Plan Scholarships

Chairwoman Ferradaz introduced the item; Mr. Smith Mr. Smith introduced modifications to the composition and structure of the Florida College Plan Scholarships that are currently available for disbursement.

Initially, the board approved the purchase of 275 scholarships, which included, two-plus-two scholarships that were assumed transferable. Since that time, CSSF staff have been informed that the two-plus-two scholarships are now categorized as non-transferable. Because of this, the previously approved purchasing bundle has been modified to reflect 186 fully transferable two-year scholarships. Mr. Beasley further clarified that, although the structure of the scholarships have changed, the finances associated with this agenda item will remain at the pre-approved amount, which was \$1.4 million.

There was further discussion around scholarship structure and allocations.

[Mr. Whitaker was recused from the vote.]

Motion was moved and seconded. **Item passed without dissent.**



Due to Dr. Loynaz's necessity to recuse himself from the discussion and vote, the subsequent three matters were discussed and voted on out of sequence. This will effectively minimize the number of times he is required to exit and reenter the room.

[Mr. Whitaker returned to the meeting.]

4. Approval – 2024 Future Bankers Training Camp Program

Chairwoman Ferradaz introduced and reviewed the item; Mr. Smith further presented the funding recommendation for the Miami Dade College Future Bankers Training Camp Program.

Motion by Mr. Brown to approve the item. Seconded by Mr. Brecheisen and **passed without dissent.**

No further questions or comments were presented. Item closed.

6. Approval – Occupations to the WDA 23 Targeted Occupations List

The item was introduced by Chairwoman Ferradaz, and Mr. Smith further presented the request to add new SOC codes for new occupations to the 2023-24 Target Occupation List.

Motion by Mr. Whitaker to approve the item. Seconded by Mr. Brecheisen and **passed without dissent.**

A subsequent conversation followed regarding the TOL and the potential additions or removal of SOC codes.

No further questions or comments were presented. Item closed.

7. Approval - New Training Provider and Programs/New Programs for an Existing Training Provider

Chairwoman Ferradaz introduced the item; Mr. Smith presented a new provider and its associated programs, in addition to new training programs for an existing provider.

Motion by Mr. Brown to approve the item. Seconded by Mr. Brecheisen and **passed without dissent.**



No further questions or comments were presented. Item closed.

[Dr. Loynaz returned to the meeting.]

5. Approval – Additional In-School Youth Program Paid Work Experience Funds

Chairwoman Ferradaz introduced the item; Mr. Smith presented the request additional funding for the In-School Youth Paid Work Experience Program.

Motion by Mr. Brown to approve the item. Seconded by Mr. Brecheisen and **passed without dissent.**

A request was made to have Adult Mankind Organization (AMO) present to the group post-funding approval.

No further questions or comments were presented. Item closed.

8. Approval – On-the-Job Training Policy Revisions

Chairwoman Ferradaz introduced the item; Mr. Smith presented revisions to the existing On-the-Job Training Policy.

Mr. Smith advised that the OJT Policy needed revision to ensure compliance with state reviews and observations. Additionally, he emphasized the significance of distinctively delineating a legitimately registered apprenticeship in contrast to practical work experience. Eligibility requirements for businesses were also addressed, including the need for insurance coverage and compliance with the new E-verify system. Finally, he discussed compensation, revealing the intention to prepare for an hourly minimum wage from \$12 to \$15 increases in the coming years.

Motion was moved and seconded. **Item passed without dissent.**

No further questions or comments were presented. Item closed.

9. Approval – Support Services Policy

Chairwoman Ferradaz introduced the item; Mr. Smith presented the new Support Services Policy, which defines the parameters, eligibility criteria, and limitations of supportive services, with the intention of removing barriers to employment and training.



Mr. Smith discussed the supportive services provided to adults and dislocated workers, which included transportation, housing assistance, childcare, education, and testing assistance. He also touched upon the topic of funding for these services, mentioning that there are limits on the amount an individual can receive.

A lack of specificity in the policy was a source of concern, with the phrase "other support purposes" garnering extra scrutiny. Mr. Beasley reminded the group that the policy's limitations are outlined in the support services matrix that was adopted by the Council at the last board meeting. The staff will need to make a revision to the policy which references the matrix.

Mr. Brecheisen presented a motion to approve the policy with a revision to incorporate the Support Services Matrix, which was approved during the August 17, 2023 board meeting. .
Seconded by Mr. Brown and **passed without dissent.**

Being as there were no further questions or concerns, the meeting adjourned at 9:46am.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 2/15/2024

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: 2023-2024 WDA 23 DEMAND OCCUPATIONS LIST (TOL) ADDITION

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to add new occupations to the 2023-2024 Target Occupation, as set forth below.

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

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

BACKGROUND:

The Department of Commerce released the 2023-2024 Demand Occupation List for the 24 Workforce Development Areas (WDA) in the State of Florida. In accordance with CareerSource Florida's Administrative Policy#82, local areas may revise the list, as needed, based on local demand in support the occupation's addition.

Below are the requests with supporting documentation to add Standard Occupational Classification (SOC) to the list for their program.

1. Hollywood Career Institute LLC:
 - SOC Code 29-2072, Medical Records Specialist
 - SOC Code 31-1121, Home Health Aides
 - SOC Code 31-1131, Nursing Assistants

2. Miami-Dade County Public Schools:
 - SOC Code 29-2072, Medical Records Specialist
 - SOC Code 29-9021, Health Information Technologist and Medical Registrars

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 2/15/2024

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: INDIVIDUAL TRAINING ACCOUNT 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 Individual Training Account (ITA) Policy, as set forth below.

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On June 21, 2018, the SFWIB approved a revision to the Individual Training Account (ITA) Policy. The policy guides SFWIB Center operators and Training Providers in the administration of an ITA. Federal and state law permit local workforce development boards to independently develop criteria for the selection and maintenance of Training Providers and Programs.

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

1. Formatting for consistent with all SFWIB Policies.
2. Page 2 - Section IV -- Statutory Authorities - Additional statutory authorities were added to revised policy to include the following items:
 - a. 20 CFR Part 680 Subpart C 680.300-350
 - b. The Higher Education Act (HEA) of 1965, Public Law 89-329, as amended
 - c. Code of Federal Regulations (CFR), 20 CFR 663.410; 680.230; 680.300-340; 681.550 and 34 CFR 690
 - d. U.S. Department of Labor, Employment and Training Administration, Training and Employment Guidance Letter (TEGL) 3-18, 8-19, 19-16, 21-16
 - e. Florida Statutes, Title XXXI, Chapter 445 and Title XLVIII, Chapter 1005
 - f. The Reimagining Education and Career Help (REACH) Act of 2014, and as amended through Senate Bill 240 – Chapter 2023-81
 - g. CareerSource Florida Administrative Policy 74 - Individual Training Account Expenditure Requirements

3. Page 2 - Section V -- Definitions – Nineteen definitions were removed from the existing policy. Definitions for Authorized Signatory and Consumer Report Card were added to the revised policy.
4. Page 3 - Section VII (A) -- Eligible Providers and Programs - Language was added to identify the difference between eligible and non-eligible training providers.
5. Page 3 - Section VII (B) – Training Delivery – Language was added to ensure all occupational training programs listed on the SFWIB-approved ETPL, including online training, shall be linked to occupational and program titles as listed on the LWDA 23 current Targeted Occupations List (TOL).
6. Pages 3-4 - Section VII -- Assessment - Language was revised to outline the responsibilities conducting assessments when issuing an ITA.
7. Page 4 – Section IX. (B) -- Individual Training Account Cap - Increased the maximum cap of the ITA to \$12,500. The increased ITA cap was based on an analysis of the current training program costs and the analysis of Occupational Employment Projections 2023-2031 for Region 23.
8. Pages 4-5 - Section IX.(D) -- ITA Amount for Occupational Training Areas - the maximum ITA amounts in the four/quadrant categories are as follows:

Quadrant	Previous ITA Cap (up to and including)	New ITA Cap (up to and including)
High Growth/High Wage	\$10,000	\$12,500
Low Growth/High Wage	\$7,500	\$9,375
High Growth/Low Wage	\$5,000	\$6,250
Low Growth/Low Wage	\$2,500	\$3,125

The increase in the ITA Cap per quadrant relies on the formula utilized to determine the annual quadrant category for an occupation, which is derived from the analysis of Occupational Employment Projections 2023-2031 for Region 23.

9. Page 5 - Section IX (F) -- ITA Voucher – Language was revised to reflect an initial voucher shall be issued covering up to and including 50 percent of the maximum approved tuition amount versus the total cost of the program as opposed to the maximum approved ITA amount. This change is suggested as the costs for books and other support fees for several programs could not be split 50-50.
10. Page 5 - Section IX (G) -- Required Waiver Action – Language was added to the policy to identify the waiver process if a career advisor, and/or a supervisor is unable to obtain a signature from the participant. A request would need to be submitted to the SFWIB Executive Director for approval.
11. Pages 5-6 – Section X -- Duration of Training for Individual Training Accounts –
 - a. Language was revised to change the funding limitations to ITA costs. Previous policy identified ITAs could only be used to cover the cost of up to and including one year of training. Revised language now states the length of training may be limited to “up to 24 months or up to \$12,500”. The recommended change is due to the length of some programs being greater than one year. This revision is also to be consistent with the revision to the max ITA Cap.
 - b. The approved maximum ITA amount may be issued to the participant via a voucher to offset the costs of books, certification examination/testing fees, tools, etc has been increased from \$2,000 to \$2,500 due to increases in program costs.

12. Pages 6-7 - Section XI.(A) -- Federal Pell Grants --This section was revised to clarify documentation required for participant’s file, training vendors responsibility to the SFWIB or its authorized representative and the timeframe for reimbursement to the SFWIB.
13. Page 7 - Section XI.(A) -- Coordination of WIOA Funds and Other Grant Funding --This was identified as Section X.(B) – Other Financial Aid/Students Loans in previous iteration of the ITA policy. The following language was added: If the participant withdraws/drops or does not complete up to and including 50 percent of the training program, the SFWIB Standardized Refund Policy shall apply and the training provider shall refund the resulting amount to the SFWIB within 10 days of the occurrence.
14. Pages 7-8 - Section XII. Prohibitions/Limitations – Language was revised to identify the one ITA per individual’s lifetime cap, the SFWIB will not cover the costs for failed examinations Language regarding Associate of Arts (A.A. Degree) and Bachelor Degree programs was removed from this section.
15. Page 8 - Section XIV. Performance Measures –
 - a. Increased the Completion Rate, Placement After Training, Training-Related Placements, and Postsecondary Credential Attainment Rate from 70 percent to 75 percent. The change is recommended to be in compliance with the State of Florida’s REACH Act.
 - b. The Quadrant Benchmarks, which measures the percentage of the return on investment per approved training program for each participant placed, were derived from the analysis of Occupational Employment Projections 2023-2031 for Region 23.

Quadrant	Previous Quadrant Benchmark	New Quadrant Benchmark
High Growth/High Wage	\$29,201	\$62,233
Low Growth/High Wage	\$31,542	\$61,886
High Growth/Low Wage	\$12,493	\$25,803
Low Growth/Low Wage	\$14,785	\$31,798

16. Pages 9-10 – Section XV – WFMS Workforce Management System – Language regarding the roles and responsibilities was revised to include training vendor compliance with WIOA section 116(d)(4)(a) and 20 CFR 677.230(a)(5). Language regarding registered apprenticeship reporting requirements was also added.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



BOARD POLICY

**POLICY
NUMBER
POL 800-1.1**

Title:	SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY		
Effective:	2-15-2024	Revised:	
Supersedes:	POL 800-1	Version:	

I. OF INTEREST TO

The Individual Training Account (ITA) Policy should be of interest to members of the South Florida Workforce Investment Board (SFWIB) dba CareerSource South Florida (CSSF), Local Workforce Development Area (LWDA) 23 (Miami-Dade and Monroe Counties) Contractors (Service Providers), Training Vendors, WDA 23 jobseekers, and SFWIB staff.

II. PURPOSE AND SCOPE

The purpose of the ITA Policy is to provide all SFWIB stakeholders with uniform guidelines regarding the use of training funds to pay for approved training programs and to determine subsequent program eligibility.

III. BACKGROUND

An ITA is designed to provide training services to eligible individuals in need of training to prepare them for employment in in-demand occupation, increase income levels, close skills gaps, and create employment opportunities. WIOA allows eligible adults, dislocated workers, and youth to obtain training through educational entities listed on the eligible training providers list (ETPL).

IV. STATUTORY AUTHORITIES

- A. Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128 § 3(52); 122(g); 134(c)(3)(F)(iii) and (G)(i-iv)
- B. 20 CFR Part 680 Subpart C 680.300-350
- C. The Higher Education Act (HEA) of 1965, Public Law 89-329, as amended
- D. Code of Federal Regulations (CFR), 20 CFR 663.410; 680.230; 680.300-340; 681.550 and 34 CFR 690
- E. U.S. Department of Labor, Employment and Training Administration, Training and Employment Guidance Letter (TEGL) 3-18, 8-19, 19-16, 21-16
- F. Florida Statutes, Title XXXI, Chapter 445 and Title XLVIII, Chapter 1005
- G. The Reimagining Education and Career Help (REACH) Act of 2014, and as amended through Senate Bill 240 – Chapter 2023-81

Approved By: Rick Beasley, Executive Director	
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- H. CareerSource Florida Administrative Policy 74 - Individual Training Account Expenditure Requirements

V. DEFINITIONS

- A. Approved Training Program – means an occupational training program, including online training linked to occupational and program titles approved by the SFWIB and listed on the most current WDA 23 Targeted Occupations List.
- B. Authorized Signatory – means the person or persons duly authorized and has full legal authority to sign on behalf of a training vendor or contractor. Authorized signatories are documented on the organizational responsibility form submitted with a Training Vendor Agreement or Contract.
- C. Consumer Report Card – measures the performance of SFWIB/CSSF approved training vendors. The tool is an online report that updates Individual Training Account (ITA) performance.
- D. Individual Training Account (ITA) – is a mechanism via a payment to a training vendor used to pay for training costs (i.e., tuition, fees, books, required materials and supplies) for eligible adult, dislocated workers, and youth in need of training services in order to enter, and secure employment.
- E. ITA Maximum Amount – means the maximum dollar amount that may be paid for each SFWIB approved training program.
- F. Pell Grant – means the federal grant available to eligible participants for training program costs, in whole or part.
- G. Performance Measures/Standards – is a set of Federal, State and local standards for determining a training vendor's compliance with completion and placement requirements.
- H. Placements – means the number of participants that obtain unsubsidized employment following completion of a training program.
- I. Recognized Postsecondary Credential – means a credential consisting of an industry-recognized certificate or certification, a certificate of completion of an apprenticeship, a license recognized by the State involved or Federal Government, or an associate or baccalaureate degree.
- J. Stackable Credential – is a credential that is part of a sequence of credentials that can be accumulated over time to build an individual's qualifications and help them move along a career path or up a career ladder to different and potentially higher-paying jobs.
- K. Targeted Occupations List (TOL) – a State-compiled list of occupations that local workforce development boards may offer training.

VI. POLICY

An ITA is the vehicle through which the SFWIB expends training dollars. An ITA may be used to pay for or help defray the cost of training by an approved SFWIB

Training Vendor. An ITA may also be used to provide training in an occupation clearly linked to a priority industry that is in local demand or appears on the WDA 23 Targeted Occupations List (TOL). Individual training accounts are available to eligible WIOA Adult, Dislocated Worker, Youth, and Welfare Transition programs; however, it should be noted that an ITA are based upon funding availability.

VII. APPROVED TRAINING

A. Eligible Providers and Programs

In accordance with the Workforce Innovation and Opportunity Act (WIOA), Sections 122, 133, WIOA Regulations, 20 CFR 680.400 et seq., Subpart D – Eligible Training Providers, and CareerSource Florida Policy 90, providers of training services are entities that are eligible to receive WIOA Title I funding for eligible adult, dislocated workers and youth who enroll in an eligible program of training services provided through an Individual Training Account (ITA). Training provided through entities that are not listed on the approved Eligible Training Provider List (ETPL) for Local Workforce Development Area (LWDA) 23 is not permitted.

Participants' who choose to enroll in a training program(s) with an entity not listed on the WDA 23 ETPL, shall be wholly responsible for all costs associated with said training. The participant and CareerSource center career advisors, case managers and/or supervisors must identify the non-ETPL provider of training services, program, and source of funding used to pay for any training not covered under an approved ITA. The training details must be documented in the participant's case notes and a Non-ITA Acknowledgement Form must be completed and placed in the participant's file.

B. Training Delivery

All occupational training programs listed on the SFWIB-approved ETPL, including online training, shall be linked to occupational and program titles as listed on the LWDA 23 current Targeted Occupations List (TOL). The training options, in-person/on campus and online, shall first be approved by the Florida Department of Education, and when applicable the AdvancED/Southern Association of Colleges and Schools (SACS) accreditation for post-secondary public or private school districts.

Only the theory portion of a program's courses shall be delivered online. Clinical, practicum, and externship experiences must be provided in person, unless otherwise approved by the Florida Department of Education Commission for Independent Education (CIE), SACS or the SFWIB Executive Director.

Proof of CIE approved online offerings and any exceptions to the theory only requirement must be provided to the SFWIB in writing and approved by the SFWIB prior to being added to the training providers list of program offerings.

VIII. ASSESSMENT

American Job Center/Youth Provider staff shall individually assess eligible participants for training prior to the issuance of an ITA voucher. Staff shall conduct

a comprehensive objective assessment and individual employment plan/individual service strategy when determining the most appropriate training for the participant. Only participants determined to be in need of training shall be referred to a training provider listed on the SFWIB Eligible Training Provider List (ETPL); and it must be necessary to obtain employment.

IX. FEE STRUCTURE

A. ITA Cost

Training vendors are required to submit program cost modifications with supporting documentation to SFWIB staff, **no later than April 1st** of the current program year (PY) for the next program year. Program cost modifications may include, but are not limited to tuition, the cost of the credential(s) and the projected time frame of credential attainment. The information is used to update the program cost seen on the SFWIB website and in the Training Vendor Management System (TVMS) module of the Workforce Management System (WFMS). The maximum ITA amount for each program year is derived from the program cost information submitted by public education training vendors.

Specifically, the ITA limit per public school training program is set at 100% of the public institutions' submitted cost information. Where there is no approved public education institution comparable program, the cost of the approved private training vendor's program will be based on the previous program year's maximum ITA amount, a Florida public education institution's comparable program, and within the applicable quadrant benchmark category.

Supportive Services are not paid for using the ITA and will not be included in the expenditures reported under the ITA. ITAs must not be used to pay for supportive services.

B. Individual Training Account Cap

The maximum cap for an ITA is up to **\$12,500**.

C. ITA Funding Limits

The total amount of funding allowable through an ITA shall be based on the full cost of the training program. The full cost of the training shall include: tuition, books, academic fees, educational testing and certification administered by the training provider, equipment, and tools required by the educational institution for the training program. Fines and penalties, i.e., late finance charges and interest fee payments, are not allowed.

D. ITA Amount for Occupational Training Areas

The ITA amount for each occupational training area is based on whether the occupation is identified as High Growth/High Wage, High Growth/Low Wage, Low Growth/High Wage, and Low Growth/Low Wage.

The maximum ITA amounts are divided into the four/quadrant categories as follows:

1. Occupations identified as High Growth/High Wage **up to and including \$12,500**.

2. Occupations identified as Low Growth/High Wage **up to and including \$9,375.**
3. Occupations identified as High Growth/Low Wage **up to and including \$6,250.**
4. Occupations identified as Low Growth/Low Wage **up to and including \$3,125.**

The formula to determine an occupation's annual quadrant category is based on the State of Florida's labor market information data for the fastest growing occupations within LWDA 23 by the growth and salary rates.

E. ITA Payment

The payment amount for each ITA training program shall be paid a flat rate based on the total cost of the training program and the applicable quadrant category maximum. Each training program shall be paid based on the maximum of each quadrant category. A training program that is less than the maximum of the program's applicable quadrant category, shall not exceed the program's total cost. The amount paid for any ITA training program shall not exceed the maximum applicable quadrant category nor the ITA cap. Please refer to section IX. (B) of this policy and the SFWIB ITA Technical Assistance Manual for additional guidance.

F. ITA Voucher

An initial voucher shall be issued covering up to and including 50 percent of the maximum approved **tuition** amount. The actual start date shall be entered in the WFMS and the participant must attend class for 14 days after the actual start date of training before the voucher can be submitted for payment.

Upon the participant's successful completion of up to and including 50 percent of the training program, a second voucher will be issued for the remaining maximum ITA amount.

Payment of the remaining 50 percent shall be contingent upon the training provider's submission of documentation evidencing the participant's attendance records to the applicable service provider. Vouchers shall be issued within the same program year in which the service(s) was/were rendered.

G. Required Waiver Action

In the event a career advisor, and/or a supervisor is unable to obtain a signature from the participant; the program staff's manager or supervisor shall submit and obtain the approval of the SFWIB Executive Director for all waiver requests in writing.

X. DURATION OF TRAINING FOR INDIVIDUAL TRAINING ACCOUNTS

Individual training accounts shall only be used to cover the cost of the training tuition and any fees for assessment or testing prior to enrollment of such training, (to include background screening, drug testing, physical exams, etc.) as required by the training institution. The length of training may be limited to "up to 24 months or up to \$12,500".

If the participant's training cost is fully covered by other funding sources (e.g., Pell Grants, scholarships, employer, etc.), up to \$2,500 of the approved maximum ITA amount may be issued to the participant via a voucher to offset the costs of books, certification examination/testing fees, tools, etc., The \$2,500 is included within the approved maximum ITA amount.

Participants who elect a training program that is longer than one year in length (i.e., an Associate in Science (A.S.) degree program) will be responsible for all training costs beyond the one year covered by the ITA.

Associate of Arts (A.A.) and Bachelor degree programs are not covered by an ITA, except when the SFWIB determines that the training program demonstrates the effectiveness to serve targeted populations.

Participants enrolled in a registered apprenticeship program that is longer than one year in length shall not be responsible for related training instruction costs.

XI. FINANCIAL AID

A. Federal Pell Grants

All participants requesting an ITA are required to apply for the Federal Pell Grant and other forms of direct financial assistance prior to enrolling in training by completing the Free Application for Federal Student Aid (FAFSA). The Expected Family Contribution (EFC) number and the Pell Grant award amount may be provided at time of enrollment or within 30 days of the training start date. Documentation evidencing the participant applied for the Pell Grant award must be obtained by the career advisor and a copy shall be maintained in the participant's file

In the case where the Pell award changes from the amount stipulated in the original award letter, the previously approved ITA amount paid by the SFWIB shall not be adjusted.

Training may be provided to a participant who otherwise meets eligibility for ITA funding while the individual has a pending Pell Grant application. Should the Pell Grant and/or other grant funding be approved before training begins and the award pays for the same and/or covers the full costs of the training program, the participant and the training provider shall have an arrangement in place to reimburse the SFWIB.

Participants that receive the Pell Grant and/or other grant funding after the training begins, the training provider shall reimburse the SFWIB the funds used to underwrite the training for the amount the Pell Grant covers, including any education fees the training provider charges to attend the training. The reimbursement shall not include any portion of the Pell Grant award disbursed to the participant for education-related expenses (e.g., tuition and fees). Student loans are not included in the category of "other sources of training grants".

In the case where the Pell Grant award is in excess of the ITA voucher amount used when the SFWIB participant enrolled, the training provider shall reimburse the SFWIB the difference within 10 days of the occurrence. The

reimbursement amount shall include education fees the training provider charges to attend the training. Reimbursement is not required from the portion of the Pell Grant award disbursed to the participant for education-related expenses.

B. Coordination of WIOA Funds and Other Grant Funding

Participants who are eligible for a Pell Grant award that elects to attend a training program, may be required to obtain grant assistance from other financial sources to cover the cost of the program in which they wish to enroll if the ITA amount and the Pell Grant do not cover the full cost of the training program. An acknowledgement form stating the same must be signed by the participant and maintained in their file.

If the participant is not eligible for a Pell Grant, or if the school or program is not Title IV eligible, the participant is required to obtain other grants assistance from other financial sources to cover the remaining cost of the program not covered by the maximum ITA amount. The SFWIB shall not be responsible, in whole or in part, for any debts incurred by a participant. Any outstanding balances for training not covered by the ITA shall be the sole responsibility of the participant.

The Training Vendor must provide the SFWIB or the SFWIB authorized representative with written documentation regarding other grant assistance from other financial sources received by each participant. The documentation shall include, at a minimum, the notice of award with the participant's name, the last four digits of the social security number, student identification number that lists each type of financial aid received, the amounts (if known), and the source(s) of the funds.

If the participant withdraws/drops or does not complete up to and including 50 percent of the training program, the SFWIB Standardized Refund Policy shall apply and the training provider shall refund the resulting amount to the SFWIB within 10 days of the occurrence.

XII. DUPLICATION OF PAYMENT

The training provider shall reimburse the SFWIB for any duplicate payments. Additionally, the SFWIB reserves the right to withhold payments requested by the training provider to offset duplicate payments.

XIII. PROHIBITIONS/LIMITATIONS

- A. A participant shall be limited to only one ITA in his or her lifetime using WIOA funds. The only exception to this statement, is when CSSF programs identified by the SFWIB as occupations that are a part of the targeted industries and registered apprenticeship programs.
- B. The SFWIB participant must enroll in at least half-time or full-time as defined by the Training Vendor and the SFWIB.
- C. An ITA shall only be used for courses that are specifically required for the program of study.

- D. The SFWIB will pay only once for each required class in an approved training program. Participants shall be responsible for the cost of any program course that has to be re-taken. The SFWIB **will not pay** for courses that need to be retaken. The one-time payment limitation is also applicable to remedial courses.
- E. The SFWIB will pay only once for the cost of each required certification or license examination. Any subsequent costs to retake an examination(s) will be the sole responsibility of the participant if the individual does not pass the initial exam.
- F. The training provider is required to conduct all training in the English language in those occupations/programs where licensing and certification examinations are only offered in the English language. This requirement seeks to ensure that eligible participants are trained in the same language in which they will be tested and able to comprehend the licensing and certification examinations.
- G. Individual training account funds may not be utilized to pay for Microsoft Office Suite (MOS) training; or other training programs that integrate 30 percent or more of MOS training as part of a program's course offerings.

XIV. PERFORMANCE MEASURES

Training Vendors who agree to accept an ITA from the SFWIB are required to meet a minimum of three of the following four SFWIB performance measures relevant to each training program offered. Two of the three performance measures must be the Training Related Placement and the Postsecondary Credential Attainment Rate standard. The table below outlines the performance measure requirements.

Performance Measure	Performance Standard
Completion Rate	75%
Placement After Training	75%
Training-Related Placement	75%
Postsecondary Credential Attainment Rate	75%
Economic Benefit Per Placement	Quadrant Benchmark
Low Growth / Low Wage	\$31,798
High Growth / Low Wage	\$25,803
Low Growth / High Wage	\$61,886
High Growth / High Wage	\$63,233

A. Completion Rate

This measure examines the percentage of the number of participants who begin and successfully complete training in an approved SFWIB program.

B. Training-Related Placements

This measure examines the number of participants who begin, complete training, and obtained unsubsidized employment in a training-related occupation within 180 days of the completion. All training related placements must have a wage rate at or above the training program's Quadrant Benchmark.

C. Postsecondary Credential Attainment Rate

A measure that examines the number of participants who, during a program year, obtain a recognized postsecondary credential during participation in or within one year after exit from a training program; or who are in an education or training program that leads to a recognized postsecondary credential, or employment and are achieving measurable skill gains toward such a credential or employment within one year after exit from the program. The measurable skills gain for WDA 23 is a minimum 75 percent of those who begin and complete a training program. Additional guidance may be found in the SFWIB Measurable Skills Gains Requirement Policy.

D. Economic Benefit per Placement

This measure examines the percentage of the return on investment per approved training program for each participant placed. The approved program must meet and/or exceed the standard economic benefit per placement by quadrant.

E. Subsequent Eligibility

Training vendors seeking to have an approved training program considered for renewal, must meet, or exceed a minimum of three of the performance measures, of which, two must be the Training Related Placement and Post-Secondary Credential Attainment Rates. A training program must have 12 months of continuous performance to review for a reporting period; otherwise the program will be removed. The program will not be considered for renewal for a minimum of one year from the date of removal.

Programs neither meeting nor exceeding a minimum of two of the required measures will be removed from the list of SFWIB approved offerings. Training vendors must resubmit the removed program for programmatic review and SFWIB approval a minimum of one year from the date of removal in order to have the program returned to the list of approved offerings.

XV. WFMS WORKFORCE MANAGEMENT SYSTEM (WFMS)

Roles and Responsibilities

Training vendors and service providers are required to input data relevant to each of the above measures into the Training Reconciliation Module of the WFMS. Additionally, Service Providers are required to input wage data per placement into the WFMS. Supporting documentation for each system entry must be readily available to the SFWIB for review.

In accordance with WIOA section 116(d)(4)(a) and 20 CFR 677.230(a)(5), Training Vendors are required to provide annual performance data for all individuals in the approved training program, regardless of WIOA participation as detailed in TEGL 03-18 and 08-19.

Registered apprenticeship programs are not required to follow the abovementioned performance reporting requirements, unless submitted voluntarily. Outcomes for WIOA participants enrolled in a registered apprenticeship program shall be reported in the state and WDA 23 performance reports.

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
2/15/2024	Updates to policy

XVIII. RESCISSIONS/CANCELATIONS

There are no rescissions or cancelations for this policy.

DRAFT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 2/15/2024

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: PRE-PENALTY COUNSELING AND WORK PENALTIES POLICY

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of a new Temporary Assistance for Needy Families Program Pre-Penalty Counseling and Work Penalties Policy, as set forth below.

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

STRATEGIC PROJECT: **Improve service delivery outcomes**

BACKGROUND:

South Florida Workforce Investment Board (SFWIB) staff created a new policy to provide guidance to Local Workforce Development Area (LWDA) 23 regarding the work penalties and pre-penalty counseling requirements for non-compliant Welfare Transition (WT) participants in the Temporary Assistance for Needy Families (TANF) program.

Highlights from the policy are detailed below:

- Each mandatory adult participant in a family who does not meet an exception to participate in work activities or the Alternative Responsibility Plan (ARP) shall be required to engage in countable core and core plus work activities for up to 40 hours per week. There are 12 core and core plus activities to which a participant can be assigned.
- Failure of a participant to comply with work activities, without an exception or good cause, shall result in penalties being applied. The participant shall be notified both verbally and in writing in the event he or she is in non-compliance.
- Exceptions to non-compliance include: Child care, Domestic Violence, Treatment of remediation of past effects of domestic violence, Medical incapacity, Outpatient mental health or substance abuse treatment, Application for, appeal, or denial of Supplemental Security Income (SSI) or Social Security Disability Income (SSDI), or Other good cause exceptions for non-compliance.

- In accordance with section 414.065, Florida Statutes, an individual who fails to meet program requirements without good cause will have penalties imposed which will result in loss of TCA benefits and food assistance for the family.
- Penalties for non-compliance lasts from 10 days to three months or longer depending on the amount of time it takes an individual to comply with the work activities or ARP requirements.
- Participants whose cash assistance case has been closed due to a sanction and the participant reapplies for cash assistance, the Department of Children and Families (DCF) must refer the participant to AJC staff to comply with the program requirements. Once the participant has complied, the AJC staff shall send a request to the DCF to lift the sanction and approve benefits

SFWIB staff is presenting the policy to the Global Talent and Competitiveness Council for a recommendation to the Board for approval.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



BOARD POLICY

**POLICY
NUMBER
POL 100-22**

Title:	Temporary Assistance for Needy Families Program Pre-Penalty Counseling and Work Penalties		
Effective:	2/15/2024	Revised:	N/A
Supersedes:	N/A	Version:	01

I. OF INTEREST TO

This policy is applicable to the South Florida Workforce Investment Board (SFWIB) dba CareerSource South Florida (CSSF) American Job Centers (AJC), Service Providers, Youth Service Providers, and partners.

II. PURPOSE AND SCOPE

The purpose of this policy is to provide guidance to local workforce development area (LWDA) 23 regarding the work penalties and pre-penalty counseling requirements for non-compliant Welfare Transition (WT) participants in the Temporary Assistance for Needy Families (TANF) program.

III. BACKGROUND

Florida Statutes section 445.024–Work Requirements, lists the work activities a WT participant must be engaged in, either individually or in combination, to satisfy the work requirements for a participant in the Temporary Cash Assistance (TCA) work program. Each participant who is not exempt from TANF is required to participate in work activities or other activities as identified in the Individual Responsibility Plan (IRP) or Alternative Responsibility Plan (ARP) as a condition of continued eligibility for TCA. Deferred participants are required to participate in other activities as identified in the ARP as a condition of continued eligibility for TCA.

IV. STATUTORY AUTHORITIES

- [Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Public Law 104-193](#), Section 408
- 45 Code of Federal Regulations (CFR) [261.16](#); [261-30](#)
- Florida Statute Chapters [414.065](#); [445.024](#)
- [Florida Administrative Code Chapter 65](#)
- CareerSource Florida [Administrative Policy 037](#), Pre-Penalty Counseling and Work Requirement Penalties

Approved By:
Rick Beasley, Executive Director

V. DEFINITIONS

- A. Alternative Requirement Plan (ARP) – means a written document, developed jointly by local American Job Center (AJC) staff and the participant, which details alternative activities that the participant will be engaged in to move towards program participation and/or employment. Said plan remains in effect until it is no longer needed.
- B. Deferral – means individuals whose barriers impede their ability to comply with work activities and are therefore deemed exempt from participating in the required activities.
- C. Exempt – means a participant is considered exempt when he or she is not required to comply with work activities.
- D. Good Cause – means a participant's inability to participate in work requirements due to circumstances beyond their control.
- E. Individual Responsibility Plan – means a mutually agreed upon contract between the AJC staff and participant that outlines specific employment goals, services to be provided to participant, training, work activities, expectations of AJC staff, and other specific information that the participant will be engaged to fulfill his/her work activity requirements
- F. Penalty – occurs when a participant fails to comply with program requirements..
- G. Protective Payee – means an individual assigned by the DCF to receive public assistance payments on behalf of another person.
- H. Sanction – means a temporary reduction or termination of cash benefits that is applied to a TANF case when a participant fails to meet the work participation requirements without establishing good cause or demonstrating compliance.

VI. POLICY

Each mandatory adult participant in a family who does not meet an exception to participate in work activities or the ARP shall be required to engage in countable core and core plus work activities for up to 40 hours per week. Core activities can stand alone and do not require another activity to count towards participation. Core plus activities must be accompanied by a minimum number of hours of participation in a core activity to count towards participation. There are 12 core and core plus activities to which a participant can be assigned.

Failure of a participant to comply with work activities, without an exception or good cause, shall result in penalties being applied. Request for non-compliance work penalties shall be made to the Department of Children and Families (DCF) by the AJC staff when an individual in a family receiving TCA fails to engage in required work activities.

VII. PRE-PENALTY COUNSELING

Prior to imposing a penalty, AJC staff shall notify the participant and counsel the individual regarding the consequences of non-compliance and that she or he is subject to a penalty for failing to comply with the work activities or ARP requirements. The participant shall be notified both verbally and in writing. When appropriate, the participant shall be referred for services that could assist the individual to fully comply with program requirements.

A participant who has good cause for non-compliance, demonstrates satisfactory compliance, or has obtained employment shall not be penalized. It is imperative that AJC staff ensures sanctions are not imposed when a participant has demonstrated good cause for failing to comply.

AJC staff shall follow all applicable laws, regulations, policies, and procedures when making a determination as to whether a participant has complied with work activities detailed in their plan.

VIII. NON-COMPLIANCE PENALTY EXCEPTIONS

Penalties for non-compliance shall not apply to the state's 48-month time limit for receipt of TCA. AJC staff shall not request a sanction until a participant has been allowed an opportunity to determine whether the individual meets one of the following exceptions for non-compliance related to:

1. Child care
2. Domestic violence
3. Treatment or remediation of past effects of domestic violence
4. Medical incapacity
5. Outpatient mental health or substance abuse treatment
6. Application for, or appeal of denial for Supplemental Security Income (SSI) or Social Security Disability Income (SSDI)
7. Other good cause exceptions for non-compliance

The aforementioned situations do not constitute exceptions to the applicable time limit for receipt of temporary cash assistance.

The AJC staff shall determine exceptions to non-compliance penalties based on the information provided by the participant. Good cause or exceptions to non-compliance determinations must be documented in the participant's case file in the appropriate system and a copy of the supporting documentation must also be obtained and maintained in the file.

AJC staff and the participant shall jointly develop an ARP if the individual demonstrates limitations to assigned work activities and IRP requirements. The ARP must include activities that are within the participant's capacity to achieve. Penalties shall only be applied to individuals who do not comply with the IRP or ARP, does not meet an exception, or does not demonstrate good cause.

IX. PENALTY IMPLEMENTATION

Failure or refusal of an individual to become fully engaged in work activities or alternative plan requirements may result in time limited benefits ending before the family becomes economically self-sufficient. In accordance with section 414.065, Florida Statutes, an individual who fails to meet program requirements without good cause will have penalties imposed which will result in loss of TCA benefits and food assistance for the family.

Penalties for non-compliance lasts from 10 days to three months or longer depending on the amount of time it takes an individual to comply with the work activities or ARP requirements. Prior to making a penalty request to DCF for a non-compliant participant, AJC shall document pre-penalty counseling and any additional steps taken to facilitate participant compliance. There are three levels of TCA penalties or sanctions that may be applied to families with individuals that are non-compliant. Sanctions shall be requested by entering the appropriate information in One Stop Service Tracking (OSST).

A. Noncompliant Participants

Participants shall be considered noncompliant due to failing to meet program requirements. Noncompliance shall include, but is not limited to, failure to:

1. Keep a scheduled appointment;
2. Participate in assigned work activities or other assigned activities;
3. Accept or the refusal of referrals to suitable employment;
4. Follow a treatment plan or alternative requirement plan; or
5. Provide requested documentation.

Participant's whose cash assistance case has been closed due to a sanction and the participant reapplies for cash assistance, the DCF must refer the participant to AJC staff to comply with the program requirements. Once the participant has complied, the AJC staff shall send a request to the DCF to lift the sanction and approve benefits.

B. Protective Payee

Individuals sanctioned under a level two or three penalty may request a protective payee to receive TCA on behalf of the children. The protective payee shall be designated by the DCF. Sanctioned participants with a protective payee who reports they have obtained employment is not eligible for transitional benefits or services.

However, the AJC shall advise the participant to comply with work requirements and serve the penalty period in order to have the sanction lifted and assist the individual by providing referrals to community agencies to further assist the participant in securing support for retaining employment.

C. Good Cause Reasons for Noncompliance

A participant with a legitimate, documented reason that prevents him or her from complying with an assigned work activity is considered good cause. If good cause is established, the participant shall be deemed exempt from participating in the required activities. The AJC staff shall be responsible for determining if good cause exists for noncompliance. A participant who reports good cause as a reason for noncompliance shall be required to submit verification to substantiate their claim only if requested by the AJC staff.

The AJC staff shall clearly communicate to a participant that although good cause for not participating has been established, the individual's family's time limits for TCA continue to apply. Consequently, it is counterproductive for the participant to engage in repeated episodes of "excused participation". Valid reasons for noncompliance are only intended to address very limited exceptions. As a result, AJC staff shall not allow a participant to use repeated excuses as a mechanism to circumvent the strong emphasis on employment and work opportunities in accordance with federal, state, and local laws, regulations, policies, procedures.

X. PRIOR PENALTY FORGIVENESS

A participant who have fully complied with work activity requirements for at least six months without new penalties being imposed, shall have all prior TCA penalties forgiven and the individual will begin with a "clean slate". Thereafter, if the participant becomes noncompliant after having been compliant for six months, it shall be considered as their first penalty and the penalties associated with the current offense will apply.

XI. STATE AND LOCAL MONITORING

The AJC staff shall enter data and case notes into the applicable state management information system accurately and timely. Services and activities provided through the Welfare Transition program shall be monitored annually for compliance with programmatic requirements by the Florida Department of Commerce (Florida Commerce). Florida Commerce will monitor the requirements outlined in the CareerSource Florida Administrative Policy 037 and local operating procedures.

Local monitoring shall be conducted by the SFWIB Office of Continuous Improvement.

XII. EXCEPTIONS

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



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 2/15/2024

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: UPDATES TO SUPPORT SERVICES AND INCENTIVES MATRIX

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval to update the previously approved support services and incentives limits to assist individuals that are enrolled in Workforce Innovation and Opportunity Act career and training services, as set forth below.

STRATEGIC GOAL: **IMPROVE SERVICES FOR INDIVIDUALS W/ BARRIERS**

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

In accordance with Sections 134(d)(2) and 129(c)(1) of the Workforce Innovation and Opportunity Act (WIOA), the provision of support services can be provided when determined necessary to enable an individual to participate in career or training services, when the supportive service is not available from other sources. Supportive services, such as transportation, housing, ancillary expenses, education and/or training related fees, and childcare, may be provided to participants enrolled in WIOA Title I-B Adult, Dislocated Worker, and Youth Programs, who cannot afford to pay for such services.

The South Florida Workforce Investment Board (SFWIB) provides support services to participants to aide them in reaching economic self-sufficiency through WIOA career and training services. The cost of living has surpassed the support limits that were previously set to assist individuals participating in WIOA career and training services. Due to the increasing costs associated with the cost of living, SFWIB staff is proposing to increase the current limits of support services and incentives to help meet the economic demands, as detailed in the Support Services and Incentives Matrix.

The SFWIB approved a revised Support Services matrix on October 19, 2023. The SFWIB staff is presenting the following revisions to the Support Services and Incentive matrix:

- Drug Tests/Physical Exams -- Increasing from \$150 per year to \$300 per year. The increase in support services for Drug Tests/Physical Exams is necessary as this expense of drug testing and physical exams has increased and is necessary in order to support older youth in obtaining employment that requires a pre-screening Drug Tests and or Physical Exam. Older youth are often low-income and lack the resources necessary to gain employment..

- Occupational Licenses / Certifications -- Increasing from up to \$250 per year to up to \$2500 per WIOA application. The increase in support services for Occupational licenses / certifications is necessary as this expense is required in order to satisfy certain occupational licenses and certifications that lead to specific career pathway licensures which are considered a priority within Local Workforce Development Area (LWDA) 23 and is in direct support of the local “Opportunity Miami” initiative. Older youth are often low-income and lack the resources necessary to gain employment in career pathways that require mandatory licenses and certifications.

The revised matrix is attached for the review of the Council.

FUNDING: Workforce Innovation and Opportunity Act

PERFORMANCE: N/A

ATTACHMENT

Support Services and Incentives Matrix

Support Services Provision		
Transportation	Current Limits - Approved August 2023	PROPOSED Limits (For February 2024)
Transit Bus Passes	\$56.25 monthly	\$56.25 monthly
Gas Cards	\$200/month calculated at .575 cents per mile	\$200/month calculated at .575 cents per mile
Auto Repair	\$500 in a lifetime	\$500 in a lifetime
Auto Insurance	\$500 one-time payment	\$500 one-time payment
Car Note	\$500 (2 months max)	\$500 (2 months max)
Driver License	\$48 in a lifetime	\$48 in a lifetime
Ancillary Expenses		
Tools	\$500 lifetime	\$500 lifetime
Business Attire (Clothing)	\$200 per year	\$200 per year
Uniforms	\$400 lifetime	\$400 lifetime
Background Checks	\$150 lifetime	\$150 lifetime
Drug Tests/Physical Exams	\$150 per year	\$300 per year
Expunge and Seal of Criminal Records	\$75 lifetime	\$75 lifetime
Education		
Books and School Supplies	\$500 Non-ITA (Individual Training Account) per year	\$500 Non-ITA (Individual Training Account) per year
Educational Testing (Youth)	Up to \$200 for initial test and one retake	Up to \$200 for initial test and one retake
Education/Training Related Fees	Individual Training Account (ITA)	Individual Training Account (ITA)
Occupational licenses / certifications	up to \$250 per year	up to \$2,500 per WIOA application
Prior Learning Assessment (PLA) Portfolio	Up to \$350 lifetime	Up to \$350 lifetime
Credential Validation and Translation	\$350 lifetime	\$350 lifetime
Housing		
Rental / Mortgage	\$2,500 max	\$2,500 max
Utilities	1 month utility payment and reconnection - not to exceed \$500	1 month utility payment and reconnection - not to exceed \$500
Childcare		
Child and Dependent Care	Up to \$1,000 monthly for six months (not included in the \$2,500 max)	Up to \$1,000 monthly for six months (not included in the \$2,500 max)
Work Authorization		
Work Permit	\$410 per year	\$410 per year
Other Support Services		
Notary Public	Up to \$350 lifetime	Up to \$350 lifetime
Youth Program Participation	\$50 weekly stipend for achieving 80% class attendance in an approved ITA training.	\$50 weekly stipend for achieving 80% class attendance in an approved ITA training.
Incentives Provision		
Employment	Current Limits - Approved August 2023	PROPOSED Limits (For February 2024)
180 Day Attainment	Full-time \$500 (not included in the \$2,500 max)	Full-time \$500 (not included in the \$2,500 max)
360 Day Attainment	Full-time \$500 (not included in the \$2,500 max)	Full-time \$500 (not included in the \$2,500 max)