



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
Thursday, August 17, 2017
9:30 A.M.

Doubletree by Hilton Miami Airport Hotel &
Convention Center
711 NW 72nd Avenue
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Meeting Minutes
 - a. April 20, 2017
3. Chairman's Report
 - a. Future Bankers Initiative
4. Executive Director's Report
 - a. Executive Director Update
 - b. CareerSource Florida Performance Funding Model
5. Executive Committee
 - a. Recommendation as to Approval of a Contract Extension for Transitions, Inc
 - b. Recommendation as to Approval of Related Party Training Vendor Agreements
 - c. Recommendation as to Approval to Eliminate and Limit Individual Training Account Funds for Microsoft Office Suite Training
 - d. Recommendation as to Approval to Allocate Funds for TechHire Summer Boot Camp Incentives
6. Finance and Efficiency Council
 - a. Information - Financial Report – June 2017
 - b. Information - Bank Reconciliation – June 2017 and July 2017
 - c. Recommendation as to Approval to Allocate Funds to the City of Miami for the Employ Miami Dade Project
 - d. Recommendation as to Approval to Allocate WIOA Adult Funds to United Way of Miami-Dade County

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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."

- e. Recommendation as to Approval to Allocate funds to Florida Keys Community College for Career Pathways Reentry Hospitality Training
 - f. Recommendation as to Approval to Adjust the FY 2016-2017 Budget
 - g. Recommendation as to Approval to Purchase and Allocate thirty-five (35) 2+2 years Florida Prepaid College Plans from the Stanley G. Tate Florida Prepaid College Foundation, Inc.
7. Global Talent and Competitiveness Council
- a. Information - Subsequent Eligibility of Training Providers for Region 23
 - b. Recommendation as to Approval to Allocate Funds to Miami-Dade College for Culinary and Hospitality Certification Training
 - c. Recommendation as to Approval to Allocate Funds to Miami Dade County Public Schools for Construction Technology and Private Security Officer Training
 - d. Recommendation as to Approval of a New Training Vendor and Program
 - e. Recommendation as to Approval to the Take Stock in Children Scholarship Program
 - f. Recommendation as to Approval to Allocate Funds to Florida Keys Community College for the Career Training and Young Fatherhood Program
 - g. Recommendation as to Approval to Allocate Funds to Miami Dade County Public Schools for a Youth Pre-Apprenticeship Career and Technical Training
8. Performance Council
- a. Information – Refugee Employment and Training Program Performance Overview
 - b. Information – Workforce Services Regional Performance Overview
 - c. Information – Youth Partners Regional Performance
 - d. Information – Consumer Report Card Update
 - e. Recommendation as to Approval to Accept Process and Performance Revisions to the Balance Scorecard

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: August 17, 2017 at 9:30AM
 Doubletree Hotel – Convention Center
 711 N.W. 72nd Avenue
 Miami, FL 33126

SFWIB MEMBERS IN ATTENDANCE	SFWIB MEMBERS NOT IN ATTENDANCE	SFW STAFF
<ol style="list-style-type: none"> 1. Bridges, Jeff <i>Chairperson</i> 2. Perez, Andre, <i>Vice-Chairman</i> 3. Baldwin, Cheryl 4. Brecheisen Bruce 5. Brown, Clarence 6. Chi, Joe 7. Datorre, Roberto 8. Davis-Raiford, Lucia 9. Ferradaz, Gilda 10. Garza, Maria 11. Gibson, Charles 12. Huston, Albert 13. Jordan, Barbara 14. Maxwell, Michelle 15. Piedra, Obdulio 16. Rod, Denis 17. Roth, Thomas 18. Thurman, Karen 	<ol style="list-style-type: none"> 19. Adrover, Bernardo 20. Clayton, Lovey 21. del Valle, Juan-Carlos 22. Diggs, Bill 23. Gaber, Cynthia 24. Gazitua, Luis 25. Manrique, Carlos 26. Ludwig, Philipp 27. Regueiro, Maria C. 28. Scott, Kenneth 29. Russo, Monica 30. West, Alvin 	<p>Beasley, Rick Alonso, Gus Almonte, Ivan Anderson, Frances Garcia, Christine Gilbert, David Gomez, Maria Gonzalez, Frances Graham, Tomara Jean-Baptiste, Antoinette Kavehersi, Cheri Perrin, Yian Smith, Marian Smith, Robert</p> <p>Assistant County Attorney (s)</p> <p>Shanika Graves - Miami-Dade County Attorney's office – SFWIB's Legal Counsel</p>

OTHER ATTENDEES	
<p>Abraham, Anay - <i>The Wow Center</i></p> <p>Acedo, Maleidy – <i>Youth Co-Op, Inc.</i></p> <p>Benitez, Jessica – <i>Cuban American National Council, Inc.</i></p> <p>Brito, Hilma – <i>ARBOR E& T Rescare, Inc.</i></p> <p>Brown, Delphine- <i>Youth Co-Op, Inc.</i></p> <p>Collazo, Janet – <i>Cuban American National Council, Inc. (CNC)</i></p> <p>Cooper, Jaime – <i>New Horizons, Inc.</i></p> <p>Davis, Tonya - <i>SDA</i></p> <p>Dorsett, Deborah – <i>Greater Miami Service Corp</i></p> <p>Felipe, Daniel – <i>Cuban American National Council, Inc.</i></p> <p>Garcia, Monica – <i>Florida Vocational Institute</i></p> <p>Holder, Annika – <i>Community Action and Human Services Department (CAHSD)</i></p> <p>Hyacinth, Hermina – <i>ResCare</i></p> <p>Lopez, Sonia - <i>Cuban American National Council, Inc. (CNC)</i></p>	<p>Manrique, Alejandro – <i>Sullivan & Cogliano, Inc.</i></p> <p>Martinez, Lupe – <i>UMOS</i></p> <p>Mendez, Jesse – <i>Community Coalition, Inc.</i></p> <p>Mitchel, Carlena – <i>Miami-Dade County Public Schools</i></p> <p>Mosiet, Gabriela – <i>Cuban American National Council, Inc.</i></p> <p>Perez, Christopher – <i>The Academy</i></p> <p>Ragin, Andre – <i>Miami-Dade Commissioner Barbara Jordan’s Office</i></p> <p>Sellers, Robert – <i>City of Miami</i></p> <p>Somellian, Ana – <i>Adults Mankind Organization, Inc.</i></p> <p>Somellian, Elsa – <i>Community Coalition Inc.</i></p> <p>Va, Carlos – <i>FCI</i></p>

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Agenda items are displayed in the order in which they were discussed.

1. Call to Order and Introductions

SFWIB Chairman, Jeff Bridges called the meeting to order at 10:01a.m, began with introductions and noted that a quorum of members present had been achieved.

2.a. Approval of SFWIB Meeting Minutes of April 20, 2017

Commissioner Barbara Jordan moved the approval of SFWIB Meeting Minutes of April 20, 2017. Motion seconded by Mr.Joe Chi; **Motion Passed Unanimously**

5. Executive Committee

SFWIB Executive Director Rick Beasley recommended the following items be first reviewed and voted on:

- 5a. Recommendation as to Approval to Accept funds for the City of Homestead Summer Youth Employment Program**
- 5.b. Recommendation as to Approval to Accept Funds for the City of Miami Gardens Summer Youth Employment Program**
- 5.c. Recommendation as to Approval to Allocate Funds to Youth Co-Op, Inc. for the Summer Youth Employment Program**
- 5. d. Recommendation as to Approval to Allocate funds to Adult Mankind Organization for the Summer Youth Employment Program**

Chairman Bridges introduced the items and Mr. Beasley further presented.

Mr. Clarence Brown moved the approval of above item numbers 5a, b, c, and d. Motion seconded by Mr. Joe Chi; **Motion Passed Unanimously**

6. Finance and Efficiency Council Meeting

- 6d. Recommendation as to Approval to Accept State of Florida Department of Economic Opportunity Workforce Innovation and Opportunity Act Funds**

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

Mr. Roberto Datorre moved the approval to Accept State of Florida Department of Economic Opportunity Workforce Innovation and Opportunity Act Funds. Motion seconded by Mr. Bruce Brecheisen; **Motion Passed Unanimously**

- 6e. Recommendation as to Approval to Adjust the FY 2016-17 Budget**

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

Mr. Roberto Datorre moved the approval to Adjust the FY 2016-17 Budget. Motion seconded by Mr. Joe Chi; **Motion Passed Unanimously**

[Ms. Maria Garza stepped out of the meeting room]

- 6f. Recommendation as to Approval of the 2017-2018 Budget**

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

He noted a scrivener's error into record. Year 2016-2017 should be corrected to 2017-2018 budget narratives.

[Ms. Maria Garza stepped out of the meeting room]

[Mr. Charles Gibson stepped out of the meeting room]

Mr. Roberto Datorre moved the approval of the 2017-2018 Budget; Motion seconded by Mr. Joe Chi: **Further discussion(s):**

Mr. Roth requested a comparison between CSSF's headquarter costs and other local regions throughout the State of Florida. Mr. Beasley explained that this region keeps its budget within the 13% metrics (10% administrative plus 3% programmatic). He provided further details.

Vice-Chairman Perez requested Mr. Beasley update all on the "Skinny Budget" (proposed budget by the US Department of Labor) being implemented by the State. Mr. Beasley provided details on proposed changes in the way CSSF does its business to align with the economic change. He briefed the Board on Amazon's business strategy.

Motion Passed Unanimously

[Mr. Charles Gibson returned]

6g. Recommendation as to Approval of the Selection of an External Independent Audit Firm

Chairman Bridges introduced and presented the item.

Mr. Roberto Datorre moved the approval of the Selection of an External Independent Audit Firm Anthony Brunson, PA. Motion seconded by Ms. Karen Thurman; **Further Discussion(s):**

Ms. Thurman inquired about CSSF's current (prior) auditing firm. Mr. Beasley explained the firm exceeded its five year term requirement set by the State of Florida.

Motion Passed Unanimously

7. Global Talent Competitiveness Council

7b. Recommendation as to Approval of the One-Stop Career Center Certification Requirements Policy

Chairman Bridges introduced the item. Mr. Beasley further discussed and GTC Chairwoman Gilda Ferradaz presented.

Mr. Joe Chi moved the approval of the One-Stop Career Center Certification Requirements Policy; Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

7.c. Recommendation as to Approval of Workforce Services Contractors

Chairman Bridges introduced the item and GTC Chairwoman Ferradaz further presented noting staff's recommendation of three options for the Council to make a selection from. She noted that after much discussion the consensus of the members moved the approval for option number two.

Commissioner Barbara Jordan moved the approval of Workforce Services Contractors option number two. Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

[Ms. Cheryl Baldwin stepped out of the meeting room]

7.d. Recommendation as to Approval to Allocate Funds for TechHire Summer Boot Camps

Chairman Bridges introduced the item. Mr. Beasley further discussed and read the item into record. Chairwoman Ferradaz noted into record that the item had been moved to the full Board by consensus of the Council members that were present.

Mr. Roberto Datorre moved the approval to allocate funds for TechHire Summer Boot Camps. Motion second by Mr. Clarence Brown: **Motion Passed Unanimously**

7e. Recommendation as to Approval of the Take Stock in Children Scholarship Reinvestment Opportunity

[Ms. Cheryl Baldwin returned]

[Ms. Maria Garza left]

[Ms. Lucia Davis Raiford stepped out of the meeting room]

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

Mr. Clarence Brown moved the approval of the Take Stock in Children Scholarship Reinvestment Opportunity. Motion second by Mr. Joe Chi: **Further Discussion(s):**

Ms. Thurman inquired about where allocated funds would be spent. Mr. Beasley responded for in Miami-Dade County for the purchase of college scholarships. She inquired about eligible funds for Monroe County and Mr. Beasley explained that it would not include Monroe County due to low demands; however, he will seek potential partnership in the future.

Motion Passed Unanimously

[Mr. Clarence Brown left]

7.f. Recommendation as to Approval to Allocate Funds to the Miami-Dade County Community Action and Human Services Department for a Targeted Opportunity Youth Initiative

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

Mr. Clarence Brown moved the approval to allocate funds to the Miami-Dade County Community Action and Human Services Department for a Targeted Opportunity Youth Initiative. Motion seconded by Mr. Joe Chi; **Motion Passed Unanimously**

[Ms. Michelle Maxwell stepped out of the meeting room]

7.g. Recommendation as to Approval of an Employed Worker Training Grant

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

Mr. Bruce Brecheisen moved the approval of an Employed Worker Training Grant. Motion seconded by Ms. Karen Thurman; **Motion Passed Unanimously**

[Ms. Michelle Maxwell returned]

8e. Recommendation as to Approval to Accept Process and Performance Revisions to the Balanced Scorecard

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

Mr. Joe Chi moved the approval to accept process and performance revisions to the Balanced Scorecard. Motion seconded by Mr. Albert Huston; **Motion Passed Unanimously**

6a. Information – Financial Report – April 2017

Chairman Bridges introduced the item. Mr. Beasley further presented the Financial Report:

[Mr. Obdulio Piedra stepped out of the meeting room]

[Mr. Charles Gibson stepped out of the meeting room]

Budget Adjustments

Revenues: no adjustments

Expenses:

- Youth Services – decreased by \$30,904
- Training and Support Services – decreased by \$369,096
- Other Programs and Contracts – increased by \$400,000

Explanation of Significant Variances:

1. Training and Support Services 47% versus 83%
2. Other Program and Contracts 9.3% versus 83%

No further questions or discussions

6b. Information – Bank Reconciliation – April 2017

Chairman Bridges briefly introduced the item and reiterated his request to exclude the presentation of Bank Reconciliation reports (moving forward).

6c. Information – Fiscal Monitoring Activities Report

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

No further questions or discussions.

[Mr. Charles Gibson returned]

[Mr. Roberto Datorre left]

7. Global Talent Competitiveness Council

7.a. Information – Employed Worker Training (EWT) Update

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

No further questions or discussions.

[Mr. Obdulio Piedra returned]

8. Performance Council

8a. Information – Refugee Employment and Training Program Performance Overview

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

Mr. Piedra inquired about how the additional \$5 million would be allocated and Mr. Beasley explained that funds would be allocated to CSSF various providers. He additionally explained that the Department of Children and Families (DCF) has allowed 30% of funding to be used for training.

8b. Information – Workforce Services Regional Performance Overview

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

No further questions or discussions.

8c. Information – Youth Partners Regional Performance

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

No further questions or discussions.

8d. Information – Consumer Report Update

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

Mr. Roth requested comparisons to prior year reports. Mr. Beasley responded that the information was not readily available, but would be provided to the Board at a later date.

3. Chairman's Report

Chairman Bridges briefly apologized for the delay in starting today's meeting as a result of the Finance and Efficiency Council meeting which lasted longer than expected.

Mr. Piedra shared with the Board of the recent Future Bankers commencement ceremony. He noted there were a total of 101 graduates at this year's commencement.

Mr. Joe Chi shared with the Board that Miami has the second largest financial concentration of industries in banking. (New York listed as first largest)

Ms. Ferradaz shared with the Board that Miami Dade College hosted an event in celebration of World Refugee Day (June 14th).

Deferred Items:

4. Executive Director's Report

There being no further business to come before the Board, the meeting adjourned at 10:55am.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: SFWIB CHAIRMAN'S REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **PREMIER NATIONAL PROVIDER OF EMPLOYMENT**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

N/A

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2015

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: SFWIB EXECUTIVE DIRECTOR'S REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **PREMIER NATIONAL PROVIDER OF EMPLOYMENT**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

N/A

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/10/2017

AGENDA ITEM NUMBER: 5A

AGENDA ITEM SUBJECT: CONTRACT EXTENSION FOR OFFENDER SERVICES

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB Executive Committee recommends to the Board the approval to extend the current Transitions, Inc. 2016-17 program year contract for an additional 30 days, as set forth below.

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

STRATEGIC PROJECT: **Enhance CSSF performance system**

BACKGROUND:

At its June 15, 2017 meeting, the SFWIB approved the Global Talent and Competitiveness Council's recommendation to re-release the Workforce Services Request for Proposal (RFP) to serve special populations and to extend the Transitions, Inc. Program Year (PY) 2016-17 contract for 90 days.

SFWIB staff re-released the Workforce Services - Special Populations RFP; however, the solicitation timetable requires an additional 30-day extension of the Transitions Inc. contract. The additional time will allow for the completion of the RFP solicitation and review process in order that the Board may approve the results at its October 19, 2017 meeting.

The Workforce Services - Special Populations RFP timetable is as follows:

	RFP Events	Completion Dates
	RFP Released	July 28, 2017
	Proposal Submission Deadline	August 25, 2017
	Public Review Forum	September 11, 2017
	Recommendations for Approval at Board Meeting	October 17, 2017
	Program Year 2017-2018 Contract Start Date	November 1, 2017

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 5B

AGENDA ITEM SUBJECT: RELATED PARTY TRAINING VENDOR AGREEMENTS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB Executive Committee recommends to the Board the approval of Training Vendor Agreements with the following Training Vendors that are represented on the Board as set forth below:

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

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

BACKGROUND:

CareerSource Florida Contracting Policy prohibits the use of state or federal funds by a regional workforce board for any contract exceeding \$25,000 between a regional workforce board and a member of that board that has any relationship with the contracting vendor, unless the Department of Economic Opportunity (DEO) and CareerSource Florida has reviewed the contract.

SFWIB staff recommends to the Global Talent Competitiveness Council to recommend to the Board the approval of Training Vendor Agreements with the following Training Vendors that are represented on the Board:

- Florida National College, Inc. (FL National),
- Miami Dade College (MDC),
- Miami-Dade County Public Schools (M-DCPS).

The policy does not exclude agreements with training/educational institutions that regional workforce boards enter into with a training/educational institution included on the local eligible training provider list and for which eligible applicants choose from when selecting a training/educational provider. Accordingly, the Training Vendor Agreements between the SFWIB and FL National, MDC and M-DCPS are subject to the 2/3 vote requirement and will be submitted to DEO and CareerSource Florida for review.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 5C

AGENDA ITEM SUBJECT: INDIVIDUAL TRAINING ACCOUNT FUNDING LIMITATIONS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The SFWIB Executive Committee recommends to the Board the approval to eliminate the use of Individual Training Account funds for Microsoft Office Suite training programs and limit other training programs that integrate Microsoft Office Suite training, as set forth below.

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

A number of public educational institutions have taken the lead in no longer supporting Microsoft Office Suite (MOS) training as part of their regular program offerings. The change is due in part to the large amount of debt students incur through student loans and other resources that are available at no cost.

SFWIB staff concurs and recommends Individual Training Account (ITA) funds are no longer utilized to pay for MOS training or other training programs that integrate 30 percent or more of MOS training as part of a program's course offerings.

The elimination and/or limited use of ITA funds to pay for MOS training programs, promotes a more efficient use of available training funds, helps limit debt incurred by participants due to student loans for this type of training, provides broader career pathway options, and opportunities for sustainable employment.

Participants interested in MOS can access the training, delivered in person and online, from a variety of resources at no cost.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 5D

AGENDA ITEM SUBJECT: TECHHIRE SUMMER BOOTCAMP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the approval to allocate an amount not to exceed \$153,000 in Temporary Assistance for Needy Families funds to issue stipends to 306 youth who completed the CareerSource South Florida TechHire Summer Boot Camp program and/or received a credential, as set forth below:

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

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

BACKGROUND:

At its June 15, 2017, the South Florida Workforce Investment Board (SFWIB) approved the first CareerSource South Florida TechHire Summer Boot Camp program. The TechHire Summer Boot Camp initiative began on June 19, 2017, provided 465 youth ages 15-22 with skills training to become entry-level professionals in high-demand Information Technology (IT) careers. Of the 465 students enrolled, 306 completed the TechHire program.

The boot camps were delivered in five-week sessions (first session June 19-July 28, 2017 and second session June 26- August 4, 2017) at 13 Miami-Dade County Public Schools and the CareerSource South Florida TechHire Center at Big Brothers Big Sisters. The TechHire Summer Boot Camp program offered youth participants the fastest paths to IT jobs, by providing them with the skills they will need in months, not years..

The TechHire Summer Bootcamps enhances the area's future workforce in the IT Industry by connecting youth participants to both traditional and nontraditional educational resources. The training was a mix of accelerated learning programs that included gaming and coding, web development, Comp TIA A+, Auto CAD, Cyber Security, and Network Training Specialist an innovative channel for learning.

The Youth Service Providers responsible for issuing the stipends to 306 youth is as follows:

- Adults Mankind Organization: 66 youth at \$500, totaling \$33,000.00
- Cuban American National Council: 112 youth at \$500, totaling \$56,000.00
- Youth Co-Op: 128 youth at \$500, totaling \$64,000.00

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6A

AGENDA ITEM SUBJECT: FINANCIAL REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently. Accordingly, the attached un-audited financial report for the period of July 1, 2016 through June 30, 2017 is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6B

AGENDA ITEM SUBJECT: BANK RECONCILIATION

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently.

Based on the Internal Control Procedures recommended by the Department of Economic Opportunity of the State of Florida, the Finance Committee, at its April 2, 2009 meeting, requested a monthly cash reconciliation report be provided at every committee meeting. Accordingly, the attached cash reconciliations for the months of June 2017 and July 2017 are being presented for review by the Council members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

**South Florida Workforce Investment Board
Reconcile Cash Accounts**

Reconciliation Date: 6/30/17

Cash Account: 1102 Cash -General Operating Account

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	2,121,369.10	
Less Checks/Vouchers Drawn	(6,618,795.93)	347
Plus Deposits		
Checks Voided	515.13	2
Deposits	4,251,130.59	37
Plus Other Items	0.00	
Unreconciled Items:		
Ending Book Balance	<u><u>(245,781.11)</u></u>	
Bank Balance	2,760,881.05	
Less Checks/Vouchers Outstanding	(3,006,662.16)	102
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>(245,781.11)</u></u>	
Unreconciled difference	<u><u>0.00</u></u>	

Prepared by: *Odell J. Ford Jr.* 7/10/17
Odell J. Ford Jr.

Approved by: *[Signature]* 7/10/17

**South Florida Workforce Investment Board
Reconcile Cash Accounts**

**Reconciliation Date: 7/31/17
Cash Account: 1102 Cash -General Operating Account**

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	(245,781.11)	
Less Checks/Vouchers Drawn	(4,695,285.74)	438
Plus Deposits		
Checks Voided	31,120.02	4
Deposits	8,770,322.66	42
Plus Other Items	0.00	
Unreconciled Items:		
Ending Book Balance	<u><u>3,860,375.83</u></u>	
Bank Balance	5,529,567.33	
Less Checks/Vouchers Outstanding	(1,669,191.50)	167
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>3,860,375.83</u></u>	
Unreconciled difference	<u><u>0.00</u></u>	

Prepared by:

Odell J. Ford Jr.
Odell J. Ford Jr.

8/4/17

Approved by:

Christie Garon

For Luis Alonso 8/7/17



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6C

AGENDA ITEM SUBJECT: EMPLOY MIAMI DADE INITIATIVE

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$225,000 to the City of Miami for the Employ Miami-Dade Project, as set forth below.

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

STRATEGIC PROJECT: **Expand career exploration pathway programs**

BACKGROUND:

On December 14, 2104, the Honorable Mayor Carlos Gimenez launched the Employ Miami Dade (EMD) Project to provide training and employment opportunities for Miami-Dade residents. The intent of this initiative is to strengthen to economic development of the community be educating and providing employment to unemployed residents. Employ Miami-Dade focuses on the targeted industry sectors of the One Community One Goal strategic plan.

Mayor Gimenez partnered with the business community, CareerSource South Florida (CSSF), Neighbors and Neighbors Association, Circle of Brotherhood and others to leverage resources in addressing unemployment in areas throughout Miami Dade County that are in need of assistance, by offering skills and work readiness training.

The role of CSSF is to coordinate EMD service delivery with its partners and enroll all eligible Miami Dade County residents through the CSSF center operated be the City of Miami. CSSF center staff will conduct assessments, provide case management, and refer participants to work readiness, skills training and job placement.

Performance outcomes for the 2016-17 Employ Miami Dade Project training cohorts are as follows:

Number of Participants:	750
Total Registered:	351
Total Completed:	320
Completion Rate:	91%
Total Placed:	199
Placement Rate:	62%
Average Wage Rate:	\$10.15

SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to allocate to \$225,000 in programmatic and administrative funds to the City of Miami.

FUNDING: Workforce Innovation and Opportunity Act (WIOA), Adult and Dislocated Worker, Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP)

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6D

AGENDA ITEM SUBJECT: UNITED WAY MISSION UNITED MIAMI PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$200,000 in Workforce Innovation and Opportunity Act funds to United Way of Miami Dade to provide continued support for the Mission United Miami program, as set forth below.

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

STRATEGIC PROJECT: **Maximizing collaborative partnerships**

BACKGROUND:

At its August 18, 2016 meeting, the board approved a partnership between the United Way of Miami Dade (UWMD) and CareerSource South Florida to establish a Mission United program in Miami Dade County. The program formed a single community alliance comprised of nonprofit service providers, business partners, veterans agencies, and other related stakeholders to provide readjustment services to military veterans.

The UWMD contributed \$125,000 in matching funds, and \$101,872 in in-kind support for program year 2016-17 to launch the program, which provided assistance to 152 Veterans with barriers to employment. CareerSource South Florida provided \$175,000 in Workforce Innovation and Opportunity Act Adult funding for the program.

As part of the initiative, Mission United Miami also conducted outreach to over 1,500 local veterans and assisted 17 with direct job placement. Recognizing the need to remove barriers in order to gain employment, the program is currently assisting 51 veterans with legal matters, 33 are in need of housing, and an additional 44 with significant financial difficulties.

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 recommend by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of a quorum present is required to waive the competitive procurement process and award United Way of Miami-Dade County an allocation not to exceed \$200,000 in Workforce Innovation and Opportunity Act (WIOA) Adult funds to support Mission United Miami with program cost.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE: Performance for PY 2016-17

Number of Veterans Served - 150

Number of Veterans placed into Jobs - 45

Cost per Placement - \$4,444.00

Average Wage - \$16.98

Net Economic Benefit - \$1,389,328

Return on Investment - \$7.95

Economic Impact - \$1,589,328 million dollars in salaries generated

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6E

AGENDA ITEM SUBJECT: CAREER PATHWAYS REENTRY TRAINING PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$250,000 in Workforce Innovation and Opportunity Act Adult training funds to Florida Keys Community College for the Career Pathways Reentry Training program, as set forth below.

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

STRATEGIC PROJECT: **Expand Career exploration pathway programs**

BACKGROUND:

The Hospitality and Tourism industry continues to face entry-level labor and skills readiness shortages. In an effort to address this deficiency, providing individuals reentering the community with access to workforce and employability skills training, is critical. This will not only help improve the economy and close the skills gap, but will greatly affect the lives of individuals facing challenges in the region.

The Career Pathways Reentry Training (CPRT) program provides qualified individuals currently serving in the Jail In-house (Drug Offender Rehabilitation) Program, Monroe County Drug Offender Probation program, and the Monroe County Drug Court Program with an alternative to criminal activities, by offering support and education through retraining.

Program participants explore the hospitality and tourism fields and examine the various postsecondary options and careers available to this population. The CPRT is a collaborative partnership between the South Florida Workforce Investment Board (SFWIB), Florida Keys Community College (FKCC), and the Monroe County Sheriff's Office (MCSO). The program will assist participants entering or returning to the workforce. The SFWIB will provide training and training related funding; FKCC will provide relevant training services; and the MCSO will refer applicants for eligibility determination.

The CPRT consists of 40 hours of instruction for each of the two training tracks – Maintenance and Restaurant. The program will provide up to 378 participants with targeted training that is portable, stackable and culminates in industry-recognized certifications. Upon successful completion, participants will receive practical experience in hospitality positions, a Certified Guest Service Professional Certificate from the American Hotel and Lodging Association, and an interview to be placed in an internship with the local hospitality industry.

The only proven method of combating recidivism is to end the cycle of criminal behavior. The goal of the CPRT is to work closely with local businesses and community leaders to break the stigma that frequently acts as a barrier to those with a criminal record seeking employment. The SFWIB began its partnership with FKCC in program year 2015-2016 with ten in-house participants, two of which have no reported outcomes. However, four of the remaining eight are working with career advisors to be placed while awaiting release; and the last four are currently employed full-time with salaries ranging from \$8.00 to \$10.00 dollars an hour.

In the following procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement, as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A two-thirds (2/3) vote of a quorum present is required to waive the competitive procurement process and award Florida Keys Community College, an allocation not to exceed \$250,000 in Workforce Innovation and Opportunity Act Adult training funds to train ex-offenders in the hospitality industry.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE:

Number of Participants to be trained: Minimum 150 up to 378

Number of Cohorts: 10

Cost per Participant:

- \$694.00 per student for Guest Services and Maintenance Employee
- \$627.00 per student for Guest Services and Restaurant Server

Projected Return on Investment: \$25.37 (Based on an average training cost of \$661.00)

2015-2016 PERFORMANCE:

Number of Participants trained: 10

Number of Cohorts: 1

Cost per Participant: \$627.00 per student for Guest Services and Restaurant Server

Current Return on Investment: \$11.27 (4 of 10 Placements)

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6F

AGENDA ITEM SUBJECT: FISCAL YEAR 2016-2017 BUDGET ADJUSTMENT

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to adjust the Department of Economic Opportunity funding amounts for the fiscal year 2016-2017 budget, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On June 23, 2016, the SFWIB approved the fiscal year (FY) 2016-2017 budget, which included Department of Economic Opportunity (DEO) funding. Thereafter, funding adjustment increases were made throughout FY 2016-17 based on availability and the transfer of funds among DEO allocations controlled by the state for DEO staff salaries; and pass-through funds, which is the responsibility of the SFWIB.

The attached table details the relevant budget adjustments, which shows a total funding increase in the amount of \$1,257,649.

FUNDING: Wagner Peyser, Supplemental Nutritional Assistance Program, Disabled Veterans, Unemployment Compensation

PERFORMANCE: N/A

ATTACHMENT

DEO Funding 16-17 Budget Adjustment

Funding Stream	Initial Allocation	Revised Allocation	Difference
Wagner Peyser	931,443.00	1,835,119.00	903,676.00
Supplemental Nutritional Assistance Program	1,045,000.00	1,313,495.00	268,495.00
Disabled Veteran Program	77,777.00	111,997.00	34,220.00
Unemployment Compensation	166,467.00	217,725.00	51,258.00
			<u>1,257,649.00</u>



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 6G

AGENDA ITEM SUBJECT: FLORIDA COLLEGE PLAN SCHOLARSHIPS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board to retroactively approve the purchase of thirty-five (35) 2+2 years Florida Prepaid College Plans from the Stanley G. Tate Florida Prepaid College Foundation, Inc. in the amount of \$755,447.00 in Temporary Assistance for Needy Families funds and to allocate the plans, as set forth below.

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

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

BACKGROUND:

The Stanley G. Tate Florida Prepaid College Foundation, Inc., which was authorized by the Florida legislature in 1989, is a partnership between state government and the private sector. The Foundation administers the Stanley Tate Project STARS Scholarship Program, which was designed to provide Prepaid postsecondary tuition scholarships to low-income students at risk of dropping out of school who may not otherwise be able to afford a college education. Once selected, the student must abide by their school's code of conduct, meet with a mentor on a regular basis, remain drug and crime free and maintain passing grades. The Stanley G. Tate Florida Prepaid College Foundation, Inc. is a non-profit 501(c)(3) direct support organization for the Florida Prepaid College Board.

The allocation of the Florida Prepaid College plans is outlined as follow:

- Take Stock In Children - 25
- Mexican-American Council - 5
- Big Brothers Big Sisters - 5

Take Stock in Children will continue to manage the scholarship program and serve as the administrator, purchasing and fiscal agent for the above organization. The organization is responsible for program implementation, youth eligibility, program selection, case management, and tracking. All organizations provide educational, social, and mentoring services to youth who are likely to enroll in a post-secondary institution.

In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A Two-Thirds (2/3) vote of a quorum present is required to waive the competitive procurement process and award an allocation not to exceed \$755,447.00 in Temporary Assistance for Needy Families funds for Stanley G. Tate Florida Prepaid College Foundation, Inc. to purchase thirty-five (35) 2+2 years Florida Prepaid College Plans.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7A

AGENDA ITEM SUBJECT: SUBSEQUENT ELIGIBILITY OF TRAINING PROVIDERS FOR PROGRAM YEAR 2016-2017

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N / A

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

STRATEGIC PROJECT: **Enhance CSSF performance system**

BACKGROUND:

The Workforce Investment and Opportunity Act (WIOA) requires Local Workforce Development Boards to set certain performance standards for training providers. The Federal Register's WIOA Final Rules specifies training providers must deliver results and submit accurate information in order to retain its status as an eligible training provider. Furthermore, the Code of Federal Regulation (CFR) Title 20, Part 663 – Subpart E, Section 663.510 stipulates Local Workforce Boards conduct performance and cost analysis related to training providers. If a training provider's program fails to meet the Local Board's performance standards, it will be removed from the approved programs list.

According to Region 23's Performance Requirements Policy, Training Providers are required to satisfy two of the following three performance measures:

1. 70 percent completion
2. 70 percent placement rate (entered unsubsidized employment within 180 days of program completion)
3. 70 percent training-related placement rate (entered unsubsidized employment in an occupation related to the program completed).

Additionally, one of the two performance measures that must be met is the placement rate.

In May 2017, SFWIB Office of Continuous Improvement (OCI) emailed letters to all approved Training Vendors requesting documentation showing compliance with the Performance Policy. OCI has recently completed its review of the documentation submitted by the Training Vendors. Based on the review, 22 training programs will be removed. An ITA Performance Summary indicating the results of the review as well as a list of the training programs slated for removal from the approved training programs offering list is attached.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Training Provider	Training Program	Completions			Placements		Training Related Placements		Pass/Fail	Training Expenditures		
		# of Completions	Total # of Trainees ¹	% of Completions	# of Placements	% of Placements	# of Training Related Placements	% of Training Related Placements		Avg. Cost Per Participant	Total Expenditure Per Placement	Excess Percentage Spent Above Average Training Costs
Advanced Technical Centers	Microcomputer Data Processing (Office Supervision)-Diploma	6	6	100%	4	67%	3	75%	Fail	\$ 2,192.04	\$ 3,288.06	50%
American Advanced Technicians Institute	Advanced Automotive Technology-Diploma	1	1	100%	1	100%	1	100%	Pass	\$ 2,500.00	\$ 2,500.00	0%
American Advanced Technicians Institute	Automotive Technology - Diploma	1	1	100%	1	100%	1	100%	Pass	\$ 6,061.00	\$ 6,061.00	0%
Atlantis University	Computer Network Professional - Diploma	1	1	100%	1	100%	-	0%	Pass	\$ 5,000.00	\$ 5,000.00	0%
Atlantis University	Computer Network Technician - Diploma	1	1	100%	-	0%	-	0%	Fail	\$ 7,500.00	\$ -	100%
Atlantis University	Office Administrator - Diploma	4	4	100%	2	50%	1	50%	Fail	\$ 6,558.37	\$ 13,116.74	100%
Dade Institute of Technology - Main	Microsoft Certified IT Professional	1	1	100%	1	100%	-	0%	Pass	\$ 6,850.00	\$ 6,850.00	
Dade Medical College - Homestead Campus*	Nursing - A.S.	1	2	50%	1	100%	-	0%	Fail	\$ 3,964.85	\$ -	100%
Dade Medical College - Miami Campus*	Advanced Placement in Nursing - AS	-	1	0%	-	0%	-	0%	Fail	\$ 5,000.00	\$ -	100%
Dade Medical College - Miami Campus*	Nursing - A.S.	1	2	50%	1	100%	-	0%	Fail	\$ 10,000.00	\$ 10,000.00	0%
Florida International University (RDB1003)	Paralegal-Certificate	4	4	100%	2	50%	-	0%	Fail	\$ 6,098.24	\$ 12,196.48	100%
Florida Vocational Institute	Patient Care Technician-Diploma	2	2	100%	2	100%	1	50%	Pass	\$ 4,851.67	\$ 4,851.67	0%
Life-Line Med Training	Electrocardiograph Aide - Diploma	5	5	100%	1	20%	-	0%	Fail	\$ 700.50	\$ 3,502.50	400%
Life-Line Med Training	Medical Coding & Billing Specialist	6	6	100%	2	33%	-	0%	Fail	\$ 4,583.33	\$ 13,750.00	200%
Management Resources College	Nursing - A.S.	2	6	33%	1	50%	1	100%	Fail	\$ 5,856.92	\$ 11,713.83	100%
MDCP SCHOOLS (ALL)	Dental Assistant/Assisting	1	1	100%	-	0%	-	0%	Fail	\$ 1,023.00	\$ -	100%
MDCP SCHOOLS (ALL)	Digital Design Services OCPs	1	1	100%	1	100%	1	100%	Pass	\$ 1,639.44	\$ 1,639.44	0%
MDCP SCHOOLS (ALL)	Heavy Duty Truck & Bus Mechanic	-	1	0%	-	0%	-	0%	Fail	\$ 3,955.00	\$ -	100%
MDCP SCHOOLS (ALL)	Practical Nursing OCP's	6	7	86%	5	83%	3	60%	Pass	\$ 3,079.32	\$ 3,695.18	20%
Metropolitan Trucking and Technical Institute	CDL 184-Hours Industry Standard Tractor-Trailer Driver Program-Diploma	51	86	59%	20	39%	18	90%	Fail	\$ 1,606.08	\$ 4,095.51	155%

Training Provider	Training Program	Completions			Placements		Training Related Placements		Pass/Fail	Training Expenditures		
		# of Completions	Total # of Trainees ¹	% of Completions	# of Placements	% of Placements	# of Training Related Placements	% of Training Related Placements		Avg. Cost Per Participant	Total Expenditure Per Placement	Excess Percentage Spent Above Average Training Costs
Miami-Dade College	Accounting Technology Management (CCC)	3	3	100%	2	67%	2	100%	Fail	\$ 1,911.61	\$ 2,867.42	50%
Miami-Dade College	Business Administration (AS)	1	1	100%	1	100%	1	100%	Pass	\$ 3,455.38	\$ 3,455.38	0%
Miami-Dade College	Business Management (CCC)	1	1	100%	-	0%	-	0%	Fail	\$ 3,546.38	\$ -	100%
Miami-Dade College	Business Operations (CCC)	1	2	50%	1	100%	1	100%	Pass	\$ 984.76	\$ 984.76	0%
Miami-Dade College	Computer Programming & Analysis (AS)	1	1	100%	-	0%	-	0%	Fail	\$ 5,732.68	\$ -	100%
Miami-Dade College	Dental Hygiene (AS)	4	4	100%	2	50%	2	100%	Fail	\$ 4,272.23	\$ 8,544.46	100%
Miami-Dade College	Emergency Medical Services (AS)	1	1	100%	-	0%	-	0%	Fail	\$ 6,360.44	\$ -	100%
Miami-Dade College	Nursing (RN) - (AS)	10	11	91%	6	60%	4	67%	Fail	\$ 3,490.26	\$ 5,817.10	67%
Miami-Dade College	Nursing Accelerated Option (AS)	-	1	0%	-	0%	-	0%	Fail	\$ 2,827.84	\$ -	100%
Miami-Dade College	Physical Therapist (AS)	1	1	100%	-	0%	-	0%	Fail	\$ 3,798.68	\$ -	100%
Miami-Dade College	Real Estate Sales Agent (Credit & Non-Credit)	2	3	67%	-	0%	-	0%	Fail	\$ 365.69	\$ -	100%
New Horizons	Microsoft Certified IT Professional Server Administrator (MCITP) Green IT Preparatory - Diploma	1	1	100%	1	100%	1	100%	Pass	\$ 10,000.00	\$ 10,000.00	0%
New Horizons	Microsoft Certified Solutions Expert (MCSE) Server Infrastructure Green IT Preparatory - Diploma	1	1	100%	1	100%	-	0%	Pass	\$ 10,000.00	\$ 10,000.00	0%
New Horizons	Networking Security Professional Preparatory	103	106	97%	86	83%	72	84%	Pass	\$ 9,669.81	\$ 11,581.29	20%
SABER	Nursing - AS	2	8	25%	-	0%	-	0%	Fail	\$ 10,000.00	\$ -	100%
Sullivan & Cogliano Training Centers,Inc. Kendall	CCNA/A+/Network+ AAL - Diploma	1	1	100%	1	100%	1	100%	Pass	\$ 7,115.00	\$ 7,115.00	0%
Sullivan & Cogliano Training Centers,Inc. Kendall	Database Administration - Diploma	1	1	100%	1	100%	-	0%	Pass	\$ 9,995.00	\$ 9,995.00	0%
Sullivan & Cogliano Training Centers,Inc. Kendall	Microsoft Office Proficient - Diploma	27	30	90%	19	70%	15	79%	Pass	\$ 4,688.81	\$ 6,663.04	42%
Sullivan & Cogliano Training Centers,Inc. Kendall	Microsoft Office Specialist - Diploma	24	29	83%	22	92%	17	77%	Pass	\$ 7,738.15	\$ 8,441.62	9%
Sullivan & Cogliano Training Centers,Inc. Kendall	Office Professional - Diploma	6	6	100%	6	100%	5	83%	Pass	\$ 4,760.83	\$ 4,762.83	0%
The Academy -- Fort Lauderdale Campus	Information Technology Professional - Diploma	1	1	100%	1	100%	1	100%	Pass	\$ 4,442.50	\$ 4,442.50	0%
The Academy -- Fort Lauderdale Campus	Virtualization Professional - Diploma	1	1	100%	1	100%	1	100%	Pass	\$ 7,029.99	\$ 7,029.99	0%
The Academy -- Miami Campus	Application Architect Professional - Diploma	17	19	89%	13	76%	11	85%	Pass	\$ 8,279.61	\$ 10,827.18	31%
The Academy -- Miami Campus	Information Technology Professional - Diploma	56	71	79%	47	84%	32	68%	Pass	\$ 8,598.63	\$ 10,245.17	19%
The CDL School, Inc.	Professional Tractor-Trailer Driver Program - Diploma	11	14	79%	11	100%	10	91%	Pass	\$ 2,232.14	\$ 2,232.14	0%
		372	457	81%	268	72%	206	77%		\$ 6,133.59	\$ 8,742.89	61%
										Regional Average		

¹ The total number of trainees includes participants that completed and dropped the training programs.

* The training provider and/or campuses have closed.

Training Programs Recommended for Removal

Training Provider	Training Program	2 of 3 Criteria Must Be Above 70%			Excess Percentage Spent Above Average Training Costs	Comment
		Percentage Completions	Percentage Placements	Percentage Training Related Placements		
Advanced Technical Centers	Microcomputer Data Processing (Office Supervision)-Diploma	100%	67%	75%	50%	This program is recommended for removal because it did not meet the required placement criteria.
Atlantis University	Computer Network Technician - Diploma	100%	0%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Office Administrator - Diploma	100%	50%	50%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Dade Medical College - Homestead Campus*	Nursing - A.S.	50%	100%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Dade Medical College - Miami Campus*	Advanced Placement in Nursing - AS	0%	0%	0%	100%	This program is recommended for removal because it did not meet 3 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Nursing - A.S.	50%	100%	0%	0%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Florida International University (RDB1003)	Paralegal-Certificate	100%	50%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Life-Line Med Training	Electrocardiograph Aide - Diploma	100%	20%	0%	400%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
	Medical Coding & Billing Specialist	100%	33%	0%	200%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Management Resources College	Nursing - A.S.	33%	50%	100%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
MDCP SCHOOLS (ALL)	Dental Assistant/Assisting	100%	0%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Heavy Duty Truck & Bus Mechanic	0%	0%	0%	100%	This program is recommended for removal because it did not meet 3 out of the 3 required criteria. It was also noted that no participants were placed in employment.

Training Provider	Training Program	2 of 3 Criteria Must Be Above 70%			Excess Percentage Spent Above Average Training Costs	Comment
		Percentage Completions	Percentage Placements	Percentage Training Related Placements		
Metropolitan Trucking and Technical Institute	CDL Class A - Tractor Trailer Driver	59%	39%	90%	155%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Miami-Dade College	Accounting Technology (AS)	100%	67%	100%	50%	This program is recommended for removal because it did not meet the required placement criteria.
	Business Management (CCC)	100%	0%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Computer Programming & Analysis (AS)	100%	0%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Dental Hygiene (AS)	100%	50%	100%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
	Emergency Medical Services (AS)	100%	0%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Nursing (RN) - (AS)	91%	60%	67%	67%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria
	Physical Therapist (AS)	100%	0%	0%	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
	Real Estate Sales Agent (Credit & Non-Credit)	67%	0%	0%	100%	This program is recommended for removal because it did not meet 3 out of the 3 required criteria. It was also noted that no participants were placed in employment.
SABER	Nursing - A.S.	25%	0%	0%	100%	This program is recommended for removal because it did not meet 3 out of the 3 required criteria. It was also noted that no participants were placed in employment.

* The training provider and/or campuses have closed.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7B

AGENDA ITEM SUBJECT: CULINARY SKILLS TRAINING AND HOSPITALITY AND EMPLOYMENT CERTIFICATION TRAINING

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$300,900 in WIOA funds to Miami-Dade College for the Culinary & Catering Skills Training and Hospitality Certification and Employment Training cohorts, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its June 23, 2016 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Culinary & Catering Employment Training and Hospitality Certification and Employment Training cohorts. The cohort training is another collaborative partnership between the South Florida Workforce Investment Board (SFWIB) and Miami Dade College (MDC) that will assist program participants in entering or returning to the workforce. The cohorts are an integral part of the Employ Miami-Dade initiative.

The cohorts will prepare up to 180 SFWIB eligible participants to successfully complete the course and receive practical experience in culinary & catering and hospitality skills with associated certifications to become employable and placed in entry-level positions within the industry. The SFWIB will provide training and training-related funding; and MDC will provide relevant training services. The total cost for the nine cohorts is \$300,900.

Performance outcomes for the 2016-17 Culinary and Hospitality training cohorts are as follows:

Culinary (North) Training:	Projected Performance	Actual Performance
Training Goal	100	62
Total Completed	70	55
Completion Rate	70%	88%
Total Placed	49	40
Placement Rate	70%	73%
Average Wage Rate	\$12.54	\$10.07

Hospitality (North & South)	Projected Performance	Actual Performance
Training Goal	250	117
Total Completed	175	101
Completion Rate	70%	85%
Total Placed	122	73
Placement Rate	70%	72%
Average Wage Rate	\$9.93	\$9.65

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami Dade College (Hospitality Institute - Miami International Hospitality Center) an allocation not to exceed \$300,900 in Workforce Innovation and Opportunity Act (WIOA) funds for Culinary & Catering and Hospitality Certification Training.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE: As outlined below:

CULINARY SKILLS TRAINING

Number of Participants Served - 60

Number of Participants to Complete Training - 42

Number of Participants to be Placed into Jobs - 29

Number of Cohorts - 3

Cost Per Placement - \$4,862

Average Wage - \$10.07

Net Economic Benefit - \$16,083

Return-On-Investment - \$3.31

Economic Impact - \$466,422 dollars in salaries generated

HOSPITALITY AND EMPLOYMENT CERTIFICATION TRAINING (WOLFSON AND HOMESTEAD)

Number of Participants Served - 120

Number of Participants to Complete Training - 84

Number of Participants to be Placed into Jobs - 58

Number of Cohorts - 6

Cost Per Placement - \$2,757

Average Wage - \$9.65

Net Economic Benefit - \$17,315

Return-On-Investment - \$6.28

Economic Impact - \$1,004,276 dollars in salaries generated

ATTACHMENT

Miami Dade College – Wolfson Campus
The Hospitality Institute
Miami International Hospitality Center – Hospitality Management Program
Proposed Culinary & Catering Employment Training (CCET)
July 1, 2017 to June 30, 2018

Program Overview

The Hospitality Institute in partnership with the Miami International Hospitality Center is offering a comprehensive Culinary & Catering Employment Training (CCET) which will: (1) provide qualified eligible individuals with the necessary skills training for entry into a career in the hospitality industry; (2) help address current and future labor shortages; (3) increase participants' employment opportunities upon course completion. Graduates will be ready to perform the acquired culinary and catering skills at a new level of service excellence and will be prepared for entry level employment.

CCET consists of a total of 10 weeks / 250 hours of instruction in culinary, catering and job skills training: 50 hours in weeks one and two of orientation and workforce readiness training; 200 hours in weeks two to ten of classroom instruction, hands-on kitchen lab training, food safety and sanitation training, and industry related workforce readiness training.

The training will take place at Miami Dade College – Wolfson Campus, Building One, Room 1260, in a fully equipped training kitchen. Classes will be taught by a professional culinary instructor.

The American Culinary Federation curriculum foundation will be used to structure the curriculum components. Participants will get an extensive overview of the food and beverage industry and the training will involve an in-depth look at the most common entry/line level skills necessary for the position of entry/line level cook in restaurants and food and beverage divisions. A catering component has been added to the curriculum due to the high demand for events and banquet catering in South Florida. To enhance participants' work readiness, an essential part of the overall training program will be workforce readiness training.

CCET will target, train and prepare up to eighty (80) South Florida Workforce Investment Board (SFWIB) qualified eligible participants to successfully complete training and receive practical experience in culinary and catering skills with associated certifications to become employable and placed in entry level positions within the industry.

Program Summary

- Number of participants: 20 participants per cohort / 80 participants maximum
- Participant cost: \$2,350.00 cost per participant
- Expected number of cohorts: 4 cohorts
- Cohort length: 10 weeks / Monday through Friday from 9:00 am to 2:00 pm daily
- Program Term: July 1, 2017 to June 30, 2018

Main Program Components

- Orientation and workforce readiness training (weeks one and two of each cohort, 50 hours)
- Classroom instruction, hands-on kitchen lab training, food safety and sanitation training, industry related workforce readiness training (weeks two to ten, 200 hours)
- Specialized catering training
- State mandated Florida Safe Staff Food Handler Certification
- Job placement assistance in coordination with CareerSource South Florida

Program Offerings

- Two week orientation and workforce readiness
- Classroom training based on American Culinary Federation standards and curriculum and aligned with Miami Dade College Miami Culinary Institute curriculum
- Classroom instruction and skills training in cooking, food service, food safety and sanitation, catering and related industry operations
- Customer service skills training
- Hands on experience and participation in industry and college events
- Increased vocabulary and terminology in the culinary industry
- Employability skills, professionalism and work ethics
- Enhanced communication and interview skills
- Instruction on the proper dress code and industry code of professionalism
- Testing during and at the end of the instructional period
- Florida Safe Staff Food Handler Training, Testing and Certification
- Miami Dade College Certificate of Completion

Program Costs (detailed budget attached)

- Training Kitchen rental
- Maintenance / Repairs
- Smallwares / Equipment
- Full-time Culinary Instructor annual salary and fringe benefits
- Part-time Clerk annual salary and fringe benefits
- Job Skills Instructor & Prep and fringe benefits
- Food and Kitchen Supplies
- Linens
- Safe Staff Certification
- Drug Testing Fees
- Office supplies / Printing
- Promotional materials
- Safety Shoes
- 2 Chef Uniforms per participant
- Aprons and Hats
- Professional Chef Knives
- Completion Showcase & Luncheon
- Industry Outreach / Networking

Training Overview

- Four ten-week cohorts of Culinary & Catering Employment Training are scheduled within the program term that aligns with CareerSource South Florida's fiscal year from July 1, 2017 to June 30, 2018 (schedule to be determined in consultation with CareerSource at Lindsey Hopkins).
- Participants will be encouraged to complete The Hospitality Institute's Job Readiness Training before or after the Culinary & Catering Employment Training to enhance their employability skills.
- The first two weeks of each Culinary & Catering Employment Training will consist of orientation and work readiness training to prepare participants to successfully complete the entire ten-week training. Participants will be on probation during weeks one and two. Upon successful completion of weeks one and two (including meeting attendance and classroom conduct requirements and passing a drug test) participants will progress to week three of the training.
- Participants that pass a drug test and reside in specified zip codes will be eligible to receive a stipend (contingent on funding) from Neighbors and Neighbors Association (NANA) upon successful completion of a ten-week Culinary & Catering Employment Training.
- CareerSource South Florida will recruit an adequate number of participants to ensure that twenty (20) qualified eligible participants are enrolled per cohort.
- CareerSource South Florida will send the list of enrolled participants to The Hospitality Institute five (5) days prior to the first day of each cohort. Participants must be enrolled as Miami Dade College students before beginning class.
- Before each cohort, during breaks between cohorts, and after each cohort, the Culinary Instructor and Clerk will continue to work on case management, recruitment and screening of new participants, job referrals and job placement tracking, curriculum development, record-keeping, reporting, kitchen maintenance and repairs, ordering supplies, scheduling and other matters pertaining to the management of the Culinary & Catering Employment Training.

Miami Dade College – Homestead Campus
The Hospitality Institute
Miami International Hospitality Center – Hospitality Management Program
Proposed Hospitality Certification and Employment Training (HCET)
July 1, 2017 to June 30, 2018

Program Overview

The Hospitality Institute in partnership with the Miami International Hospitality Center is offering a comprehensive Hospitality Certification and Employment Training (HCET) which will: (1) provide qualified eligible individuals with the necessary skills training for entry into a career in the hospitality industry that are consistent with industry needs; (2) help address current and future labor shortages; (3) increase participants' employment opportunities upon course completion. Graduates will be ready to perform the acquired hospitality and customer service skills at a new level of service excellence and will be prepared for entry level employment.

HCET consists of a total of 6 weeks / 120 hours of instruction in hospitality industry employment, hands-on training, customer service training, and industry related workforce readiness training.

The training will take place on Miami Dade College Homestead Campus located at 500 College Terrace, Homestead, Florida, 33030. Classes will be taught by experienced Miami Dade College instructors and contracted hospitality trainers.

Three HCET programs will be offered using The American Hotel & Lodging Educational Institute (AHLEI) START (Skills, Tasks and Results Training) programs to structure curriculum components. The START programs offer training in entry-level positions that are considered by AHLEI to be the most relevant in today's hospitality industry and the most useful for finding employment. To enhance participants' employability, an essential part of the overall program will be hands on training and industry related workforce readiness training.

1. **Hotel Property Specialist:** AHLEI Maintenance Employee, AHLEI Guest Service Gold customer service training, OSHA 10 Outreach Training Program.
2. **Guest Service Specialist:** AHLEI Guestroom Attendant, AHLEI Front Desk Representative, AHLEI Guest Service Gold customer service training.
3. **Food Service Specialist:** AHLEI Restaurant Server, AHLEI Breakfast Attendant, AHLEI Guest Service Gold customer service training, SafeStaff Foodhandler Program.

HCET will target, train and prepare up to one hundred twenty-five (125) South Florida Workforce Investment Board (SFWIB) qualified, eligible participants to successfully complete training, receive certifications and practical experience in one of the three HCETs, to become employable and placed in entry level positions within the industry.

Program Summary

- Number of participants: 25 participants per cohort / 125 participants maximum
- Participant cost: \$1,275.00 cost per participant
- Expected number of cohorts: 5 cohorts
- Cohort length: 6 weeks / Monday through Friday from 9:00 am to 1:00 pm daily
- Program term: July 1, 2017 to June 30, 2018

Main Program Components

- Hospitality industry employment, hands-on training, customer service training, and industry related workforce readiness training.
- AHLEI Guest Service Gold Certification (for all cohorts)
- OSHA 10 Certification (for Hotel Property Specialist)
- SafeStaff Foodhandler Certification (for Food Service Specialist)
- AHLEI Certifications (if participant achieves a score of 70% or better on the written exam graded by AHLEI)
- Job placement assistance in coordination with CareerSource South Florida

Program Offerings

- Classroom training based on American Hotel and Lodging Association Education Institute (AHLEI) START Certification Curriculums
- Classroom instruction and skills training in one of three hospitality industry specialist positions and related industry operations
- Customer service skills training
- Hands on experience and participation in industry and college events
- Increased vocabulary and terminology in the hospitality industry
- Employability skills, professionalism and work ethics
- Enhanced communication and interview skills
- Instruction on the proper dress code and industry code of professionalism
- AHLEI Guest Service Gold Training, testing and certification
- Miami Dade College Certificate of Completion
- AHLEI testing and certification (if the participant achieves a score of 70% or better on the written exam graded by AHLEI)

Program Costs (detailed budget attached)

- Classroom Rental
- Full-time Recruitment & Training Specialist annual salary and fringe benefits
- Full-time Secretary salary and fringe benefits
- Instructional Hours/Prep and fringe benefits
- Training Consultant
- Office supplies / Printing
- Drug Testing Fees
- Promotional Materials
- Textbooks and Certification Costs
- Customer Service Certification
- Safe Staff Certification (for Food Service Specialist)
- OSHA 10 Certification (for Hotel Property Specialist)
- Completion Showcase & Luncheon
- Uniforms for Participants
- Mileage / Transportation
- Industry Outreach / Networking

Training Overview

- Five 6-week cohorts of Hospitality Certification and Employment Training are scheduled within the program term that aligns with CareerSource South Florida's fiscal year from July 1, 2017 to June 30, 2018 (schedule to be determined in consultation with CareerSource at Lindsey Hopkins).
- The specific HCET program to be offered for each cohort will be identified based on industry demand and input from CareerSource South Florida. Certain HCET programs may be offered more frequently than others.
- CareerSource participants will be required to complete Neighbors and Neighbors Association (NANA) Work Readiness Program before beginning a Hospitality Certification and Employment Training. The NANA Work Readiness Program is a separate program with its own administration and funding sources. Upon successful completion of the NANA Work Readiness Program (including meeting attendance and classroom conduct requirements and passing a drug test) participants will progress to Hospitality Certification and Employment Training.
- The first week of each Hospitality Certification and Employment Training will consist of orientation and work readiness training to prepare participants to successfully complete the entire six-week training. Participants will be on probation during week one. Upon successful completion of week one (including meeting attendance and classroom conduct requirements) participants will progress to week two of the training.
- Participants that pass a drug test and reside in specified zip codes will be eligible to receive a stipend (contingent on funding) from NANA upon successful completion of a six-week Hospitality Certification and Employment Training.
- CareerSource South Florida will recruit an adequate number of participants to ensure that twenty-five (25) qualified eligible participants are enrolled per cohort.
- CareerSource South Florida will send the list of enrolled participants to The Hospitality Institute five (5) days prior to the first day of each cohort. Participants must be enrolled as Miami Dade College students before beginning class.
- Before each cohort, during breaks between cohorts, and after each cohort, the Recruitment & Training Specialist and Secretary will continue to work case management, recruitment and screening of new participants, job referrals and job placement tracking, curriculum development, record-keeping, reporting, ordering supplies, scheduling, and other matters pertaining to the management of the Hospitality Certification and Employment Training program.

Miami Dade College – Wolfson Campus
The Hospitality Institute
Miami International Hospitality Center – Hospitality Management Program
Proposed Hospitality Certification and Employment Training (HCET)
July 1, 2017 to June 30, 2018

Program Overview

The Hospitality Institute in partnership with the Miami International Hospitality Center is offering a comprehensive Hospitality Certification and Employment Training (HCET) which will: (1) provide qualified eligible individuals with the necessary skills training for entry into a career in the hospitality industry that are consistent with industry needs; (2) help address current and future labor shortages; (3) increase participants' employment opportunities upon course completion. Graduates will be ready to perform the acquired hospitality and customer service skills at a new level of service excellence and will be prepared for entry level employment.

HCET consists of a total of 6 weeks / 120 hours of instruction in hospitality industry employment, hands-on training, customer service training, and industry related workforce readiness training.

The training will take place at an outsourced fully equipped hospitality hands-on training facility located at 420 SW 12 Avenue, Miami, Florida until such time that The Hospitality Institute relocates to Culmer Center (date to be determined). Classes will be taught by experienced Miami Dade College instructors and contracted hospitality trainers.

Three HCET programs will be offered using The American Hotel & Lodging Educational Institute (AHLEI) START (Skills, Tasks and Results Training) programs to structure curriculum components. The START programs offer training in entry-level positions that are considered by AHLEI to be the most relevant in today's hospitality industry and the most useful for finding employment. To enhance participants' employability, an essential part of the overall program will be hands on training and industry related workforce readiness training.

1. **Hotel Property Specialist:** AHLEI Maintenance Employee, AHLEI Guest Service Gold customer service training, OSHA 10 Outreach Training Program.
2. **Guest Service Specialist:** AHLEI Guestroom Attendant, AHLEI Front Desk Representative, AHLEI Guest Service Gold customer service training.
3. **Food Service Specialist:** AHLEI Restaurant Server, AHLEI Breakfast Attendant, AHLEI Guest Service Gold customer service training, SafeStaff Foodhandler Program.

HCET will target, train and prepare up to one hundred twenty-five (125) South Florida Workforce Investment Board (SFWIB) qualified, eligible participants to successfully complete training, receive certifications and practical experience in one of the three HCETs, to become employable and placed in entry level positions within the industry.

Program Summary

- Number of participants: 25 participants per cohort / 125 participants maximum
- Participant cost: \$1,390.00 cost per participant
- Expected number of cohorts: 5 cohorts
- Cohort length: 6 weeks / Monday through Friday from 9:00 am to 1:00 pm daily
- Program term: July 1, 2017 to June 30, 2018

Main Program Components

- Hospitality industry employment, hands-on training, customer service training, and industry related workforce readiness training.
- AHLEI Guest Service Gold Certification (for all cohorts)
- OSHA 10 Certification (for Hotel Property Specialist)
- SafeStaff Foodhandler Certification (for Food Service Specialist)
- AHLEI Certifications (if participant achieves a score of 70% or better on the written exam graded by AHLEI)
- Job placement assistance in coordination with CareerSource South Florida

Program Offerings

- Classroom training based on American Hotel and Lodging Association Education Institute (AHLEI) START Certification Curriculums
- Classroom instruction and skills training in one of three hospitality industry specialist positions and related industry operations
- Customer service skills training
- Hands on experience and participation in industry and college events
- Increased vocabulary and terminology in the hospitality industry
- Employability skills, professionalism and work ethics
- Enhanced communication and interview skills
- Instruction on the proper dress code and industry code of professionalism
- AHLEI Guest Service Gold Training, testing and certification
- Miami Dade College Certificate of Completion
- AHLEI testing and certification (if the participant achieves a score of 70% or better on the written exam graded by AHLEI)

Program Costs (detailed budget attached)

- Outsourced Training Facility (Agreement for Service/ER Multiservices or Culmer Center/Date TBD)
- Full-time Program Manager annual salary and fringe benefits
- Part-time Clerk salary and fringe benefits
- Instructional Hours/Prep and fringe benefits
- Training Consultant
- Office supplies / Printing
- Drug Testing Fees
- Promotional Materials
- Textbooks and Certification Costs
- Customer Service Certification
- Safe Staff Certification (for Food Service Specialist)
- OSHA 10 Certification (for Hotel Property Specialist)
- Completion Showcase & Luncheon
- Uniforms for Participants
- Mileage / Transportation
- Industry Outreach / Networking

Training Overview

- Five 6-week cohorts of Hospitality Certification and Employment Training are scheduled within the program term that aligns with CareerSource South Florida's fiscal year from July 1, 2017 to June 30, 2018 (schedule to be determined in consultation with CareerSource at Lindsey Hopkins).
- The specific HCET program to be offered for each cohort will be identified based on industry demand and input from CareerSource South Florida. Certain HCET programs may be offered more frequently than others.
- CareerSource participants will be required to complete Neighbors and Neighbors Association (NANA) Work Readiness Program before beginning a Hospitality Certification and Employment Training. The NANA Work Readiness Program is a separate program with its own administration and funding sources. Upon successful completion of the NANA Work Readiness Program (including meeting attendance and classroom conduct requirements and passing a drug test) participants will progress to Hospitality Certification and Employment Training.
- The first week of each Hospitality Certification and Employment Training will consist of orientation and work readiness training to prepare participants to successfully complete the entire six-week training. Participants will be on probation during week one. Upon successful completion of week one (including meeting attendance and classroom conduct requirements) participants will progress to week two of the training.
- Participants that pass a drug test and reside in specified zip codes will be eligible to receive a stipend (contingent on funding) from NANA upon successful completion of a six-week Hospitality Certification and Employment Training.
- CareerSource South Florida will recruit an adequate number of participants to ensure that twenty-five (25) qualified eligible participants are enrolled per cohort.
- CareerSource South Florida will send the list of enrolled participants to The Hospitality Institute five (5) days prior to the first day of each cohort. Participants must be enrolled as Miami Dade College students before beginning class.
- Before each cohort, during breaks between cohorts, and after each cohort, the Program Manager and Clerk will continue to work case management, recruitment and screening of new participants, job referrals and job placement tracking, curriculum development, record-keeping, reporting, ordering supplies, scheduling, and other matters pertaining to the management of the Hospitality Certification and Employment Training program.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7C

AGENDA ITEM SUBJECT: CONSTRUCTION TECHNOLOGY TRAINING & PRIVATE SECURITY OFFICER TRAINING

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$170,458 in Workforce Innovation and Opportunity Act funds to Miami-Dade County Public Schools to continue an accelerated Construction Technology Training and Private Security Guard Training cohorts, as set forth below

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its August 18, 2016 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Construction Technology Training (CTT), Construction Technology with Forklift Training (CTFT), and Private Security Guard Training (PSGT) cohorts to help address current and future labor shortages.

The cohort training is a collaborative partnership between the SFWIB and Miami-Dade County Public Schools (M-DCPS) that assists program participants in enhancing their skills to enter or return work. The cohorts are an integral part of the Employ Miami-Dade Initiative that provide significant training and employment opportunities to 18-targeted zip codes throughout Miami-Dade County.

The accelerated training provides participants with the skills necessary for safe entry into the construction and private security industries and apprenticeable trades; and meets the Workforce Development Area 23 Training Performance Requirement Policy.

The SFWIB will provide training and training-related funding; and MDC will provide relevant training services. The 10 cohorts will prepare up to 200 SFWIB eligible participants for a total cost of \$170,458.

Performance outcomes for the 2016 - 2017 the CTT, CTFT, and PSGT cohorts are as follows:

Construction (North & South) Training:	Projected Performance	Actual Performance
Training Goal	220	147
Total Completed	154	136
Completion Rate	70%	92%
Total Placed	108	73
Placement Rate	70%	54%
Average Wage Rate	\$13.49	\$10.22

Private Security (North & South)	Projected Performance	Actual Performance
Training Goal	200	33
Total Completed	140	33
Completion Rate	70%	100%
Total Placed	98	13
Placement Rate	70%	39%
Average Wage Rate	\$12.56	\$10.77

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement, as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami Dade County Public Schools, an allocation not to exceed \$170,458 in Workforce Innovation and Opportunity Act (WIOA) Adult funds for Construction Technology Training (CTT), Construction Technology and Forklift Training (CTFT), and Private Security Guard Training (PSGT) cohorts.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE:

Construction Technology and Construction Technology and Forklift Training

Number of Participants Served - 140
 Number of Participants to Complete Training - 98
 Number of Participants to be Placed into Jobs - 69
 Number of Cohorts - 7
 Cost Per Placement - \$1,870
 Average Wage - \$10.22
 Net Economic Benefit - \$19,387
 Return-On-Investment - \$10.37
 Economic Impact - \$1,337,732 dollars in salaries generated

Private Security Guard Training

Number of Participants Served - 60
 Number of Participants to Complete Training - 42
 Number of Participants to be Placed into Jobs - 29
 Number of Cohorts - 3
 Cost Per Placement - \$1,428.
 Average Wage - \$10.77
 Net Economic Benefit - \$20,973
 Return-On-Investment - \$14.69
 Economic Impact - \$608,230 dollars in salaries generated

ATTACHMENT

Construction and Forklift Proposal

This proposal was prepared for Career Source South Florida in cooperation with Miami-Dade County Public Schools.

The construction and logistic industries are actively looking for qualified individuals to employ.

Miami-Dade Schools has the facilities, personnel; equipment, tools, and expertise to provide the training needed to prepare individuals to safely enter the workforce. The school system is equipped to offer training to the residents in our community in the following skills:

- Remediation – to raise the level of basic skills
- ESOL – English for Speakers of Other Languages
- OSHA – Certified 10 Hour Safety Training
- Air Conditioning
- Cabinetmaking
- Carpentry
- Electrician
- Masonry
- Plumbing
- Forklift Operations

All classes are taught by certified instructors with an abundance of industry experience. Local contractors will address the class to talk about the opportunities available to students successfully completing the program. These courses will be offered in a contained classroom/laboratory to eliminate the loss of time due to weather conditions. The curriculum will be presented in multiple ways to facilitate the learning style of each participant with an emphasis on theory and hands-on activities to better prepare students for real world applications.

Upon completion of this course, students will have the following options:

- Find employment with entry-level skills
- Choose a career (Air Conditioning, Electrician, Plumber, etc.)
- Articulate to a post-secondary program (hours vary by program)
- Articulate to an apprenticeship program (hours vary by trade selected)

Program Offerings

- Orientation
- Employability Skills
- Work Ethics
- Safety – OSHA 10 Certificates
- Tools
- Fasteners

- Forklift Operations
- Air Conditioning – Familiarization and Maintenance
- Cabinet Making – Assembly and Installation
- Carpentry – Framing and Layout
- Electrician – Basic Electricity
- Masonry – Forms and Finishing
- Plumbing – Leaks, Repairs and Clogs

Schedule

Follows the Miami-Dade County Public Schools approved calendar. Classes are offered Monday through Friday beginning at 8:00 a.m. The program requires a minimum of 20 students per class for 7 weeks totaling 175 hours. Classes will begin when the first 20 students are identified with subsequent classes to follow as needed. Career Source has the option to offer classes with less than twenty students at the established cost.

Certification

Students mastering the competencies of the course will complete with certification from Miami-Dade County Public Schools, OSHA 10, and Core certification from the National Center for Construction Education and Research (NCCER).

Services Provided

- Administration and Supervision
- Classroom and Laboratory
- Curriculum
- Certified Instructors
- Guest Speakers (Contractors/Inspectors)
- Drug Testing
- Registration
- Books
- M-DCPS Certificate
- OSHA Certification
- NCCER Certificate
- Basic Tool Set
- Materials and Supplies

Partnerships

Miami-Dade County Public Schools has partnered with local contractors in the trade areas which provide us with guest speakers and expert advice in keeping each program up to date with local industry standards. They are also looking to hire graduates of these programs to enter the local workforce.

Placement

Miami-Dade County Public Schools takes great pleasure in having a high percentage of its graduates entering the local workforce. The Florida Department of Education mandates a 70 percent placement rate in areas of training and documentation of industry certification.

With our many partners participating in the training, growth, and placement of students, and with the many construction projects on-going in the Miami area, there should be jobs waiting for these individuals.

Cost

The total cost of the 175 hour construction class including all the books, certificates and other services previously listed will be \$979.05 per student.

- \$448.00 Tuition (175 hours x \$2.56 per hour = \$448.00)
- \$ 15.00 Registration
- \$ 5.00 School Identification Badge
- \$ 50.00 Drug Test
- \$ 73.75 Books
- \$ 30.00 OSHA Handouts, Tests, and Certification
- \$ 64.95 National Center for Construction Education and Research (NCCER) Tests and Certification
- \$ 218.87 Supplies and Materials
- \$ 55.48 Tools (to be retained by students)
- \$ 18.00 Insurance
- \$ 979.05 **Total**

Revised 05-17-2017

Construction Technology Proposal

This proposal was prepared for Career Source South Florida in cooperation with Miami-Dade County Public Schools.

The construction industry is once again enjoying a comeback in South Florida with the trades companies actively looking for qualified individuals to employ.

Miami-Dade Schools has the facilities, personnel; equipment, tools, and expertise to provide the training needed to prepare individuals to safely enter the workforce. The school system is equipped to offer training to the residents in our community in the following skills:

- Remediation – to raise the level of basic skills
- ESOL – English for Speakers of Other Languages
- OSHA – Certified 10 Hour Safety Training
- Air Conditioning
- Cabinetmaking
- Carpentry
- Electrician
- Masonry
- Plumbing

All classes are taught by certified instructors with an abundance of industry experience. Local contractors will address the class to talk about the opportunities available to students successfully completing the construction program. These courses will be offered in a contained classroom/laboratory to eliminate the loss of time due to weather conditions. The curriculum will be presented in multiple ways to facilitate the learning style of each participant with an emphasis on theory and hands-on activities to better prepare students for real world applications.

Upon completion of this course, students will have the following options:

- Find employment with entry-level skills
- Choose a career (Air Conditioning, Electrician, Plumber, etc.)
- Articulate to a post-secondary program (hours vary by program)
- Articulate to an apprenticeship program (hours vary by trade selected)

Program Offerings

- Orientation
- Employability Skills
- Work Ethics
- Safety – OSHA 10 Certificates
- Tools
- Fasteners
- Air Conditioning – Familiarization and Maintenance

- Cabinet Making – Assembly and Installation
- Carpentry – Framing and Layout
- Electrician – Basic Electricity
- Masonry – Forms and Finishing
- Plumbing – Leaks, Repairs and Clogs

Schedule

Follows the Miami-Dade County Public Schools approved calendar. Classes are offered Monday through Friday beginning at 8:00 a.m. The program requires a minimum of 20 students per class for 6 weeks totaling 150 hours. Classes begin when the first 20 students are identified with subsequent classes to follow or as needed.

Certification

Students mastering the competencies of the course will complete with certification from Miami-Dade County Public Schools, OSHA 10, and the Core certificate in construction from the National Center for Construction Education and Research (NCCER).

Services Provided

- Administration and Supervision
- Classroom and Laboratory
- Curriculum
- Certified Instructors
- Guest Speakers (Contractors/Inspectors)
- Drug Testing
- Registration
- Books
- M-DCPS Certificate
- OSHA Certification
- NCCER Certificate
- Basic Tool Set
- Materials and Supplies

Partnerships

Miami-Dade County Public Schools has partnered with local contractors in the trade areas which provide us with guest speakers and expert advice in keeping each program up to date with local industry standards. They are also looking to hire graduates of these programs to enter the local workforce.

Placement

Miami-Dade County Public Schools takes great pleasure in having a high percentage of its graduates entering the local workforce. The Florida Department of Education mandates a 70 percent placement rate in areas of training and documentation of industry certification.

With our many partners participating in the training, growth, and placement of students, and with the many construction projects on-going in the Miami area, there should be jobs waiting for these individuals.

Cost

The total cost of the 150 hour construction class including all the books, certificates and other services previously listed will be \$845.30 per student.

\$384.00 Tuition (150 hours x \$2.56 per hour = \$384.00)
\$ 15.00 Registration
\$ 5.00 School Identification Badge
\$ 50.00 Drug Test
\$ 54.00 Books
\$ 30.00 OSHA Handouts, Tests, and Certification
\$ 64.95 National Center for Construction Education and Research (NCCER) Tests and Certification
\$168.87 Supplies and Materials
\$ 18.00 Insurance
\$ 55.48 Tools (to be retained by students)
\$845.30 **Total**

Private Security Officer

Career Source South Florida with Miami-Dade County Public Schools have collaborated in proposing a program for promoting individual careers within the Private Security Industry. Many Private Security Firms throughout South Florida and the United States are looking for qualified and trained individuals to employ with specific training that support the immediate mediation of many current safety concerns throughout our industries and communities. Miami-Dade Public Schools have the facilities, personnel; equipment, tools, and expertise to provide an elaborate matrix of training necessary to prepare individuals in the growing and anticipated highly mobile and technical needs of a Security workforce. The school system is equipped to offer training to the residents in our community in the following skills:

- Remediation – to raise the level of basic skills
- ESOL – English for Speakers of Other Languages
- Private Security Officer (Class D) (Unarmed)
- Private Security Officer (Class G) (**Armed**) Collaboration w/Local Institution (**Non-Agency Funded**)
- Private Security Officer Agency Manager (Class MB)
- Private Security Officer Instructor (Class DI)
- Firearms Instructor (Class K) (**Armed**) Collaboration w/Local Institution (**Non-Agency Funded**)
- Private Investigator (Class C)
- Specialized Security Training
 - Nuclear Plants
 - Hospitals
 - Airports
 - Homeland Security

All classes are taught by certified instructors with an abundance of industry experience. Local contractors will address the class to talk about the opportunities available to students successfully completing the program. These courses will be offered in a contained classroom/laboratory to facilitate mock trainings and instructional technologies. The curriculum will be presented in multiple ways to facilitate the learning style of each participant with an emphasis on theory and hands-on activities to better prepare students for real world applications.

Upon completion of this course, students will have the following options:

- Find employment with entry-level skills
- Choose a career like:

Private Security Career Strands			
ATF Agent	Court Clerk	Forensic Psych.	Police Detective
Bailiff	Court Reporter	Forensic Psych.	Police Officer
CIA Agent	Crime Scene Inv.	Forensic Scientist	Private Investigator
Coast Guard	Criminalist	Homeland Security	Private Security
Compliance Officer	Criminologist	INS Agent	Probation Officer
Computer Forensics	Customs Agent	Lawyer/Attorney	Sheriff
Corrections Officer	DEA Agent	Paralegal	U.S. Marshal

- Articulate to a post-secondary program (hours vary by program)
- Articulate to an apprenticeship program (hours vary by trade selected)

Program Offerings

- Orientation
- Employability Skills
- Work Ethics
- Scientific Inquiry
- Research
- Measurement
- Problem Solving
- Emerging Technologies (i.e. Surveillance equipment, etc..)
- Tools and Equipment
- Laboratory Investigations
- Safety Procedures

Certification/Licensure

Students mastering the competencies of the course will be ready for licensure from Miami-Dade County Public Schools, and the Department of Agriculture and Consumer Affairs.

Services Provided

- Administration and Supervision
- Classroom and Laboratory
- Curriculum
- Certified Instructors
- Guest Speakers (Contractors/Inspectors)
- Drug Testing
- Registration
- Books
- FLDOASC Licensure's
- Basic Tool Set
- Materials and Supplies

Partnerships

Miami-Dade County Public Schools has partnered with local Police and Security Agencies which provide us with guest speakers and expert advice in keeping each program up to date with local industry standards. They are also looking to hire graduates of these programs to enter the local workforce.

Placement

Miami-Dade County Public Schools takes great pleasure in having a high percentage of its graduates entering the local workforce. The Florida Department of Education mandates a 70 percent placement rate in areas of training and documentation of industry certification and licensures. With our many partners participating in the training, growth, and placement of students, and on-going projects in the Miami area, there should be jobs waiting for these individuals.

Cost

The total cost of the 40 Hour Private Security Class D Licensure including all the books, licensing and other services previously listed will be \$690.27 per student.

Estimated Cost Structure	
Description of Itemized Service & Classroom Utilities	Cost
Tuition (40 hours x \$2.56 per hour = \$102.40)	\$102.40
Registration	\$15.00

School Identification Badge	\$5.00
Drug Test	\$50.00
Finger Printing Processing Fee	\$42.00
License Fee (Class D)	\$45.00
Books	\$50.00
Emblems	\$5.00
Badge	\$12.00
Security Belt	\$15.00
Pants	\$20.00
Shirt	\$20.00
Cap	\$12.00
Supplies and Materials (Total Est. Uniform Costs)	\$218.87
Tools (to be retained by students)	\$60.00
Insurance	\$18.00
Total	\$690.27

Revised 07/18/2017



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7D

AGENDA ITEM SUBJECT: NEW TRAINING PROVIDERS AND PROGRAMS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval of a New Training Provider and 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 Vendor programs. The SFWIB has developed processes to evaluate the training curriculum of potential training vendors, as well as, applicant's programmatic capabilities.

On behalf of the Advance Manufacturing Apprenticeship Program (AMAP), Mr. Al Stimac submitted an application to become an SFWIB Eligible Training Provider. The AMAP submitted the Training Vendor eligibility documentation for review. The SFWIB staff has completed the review process and is presenting to the Global Talent and Competitiveness Council for a recommendation for Board approval.

Below are the request(s) to become a Training Provider and program additions for review and approval of the Council.

New Request(s) to be added as a Training Provider and Program:

1. Advanced Manufacturing Apprenticeship Program, GNJ
New program(s): Machinist - Certification

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



State Board of Education

Marva Johnson, *Chair*
Andy Tuck, *Vice Chair*
Members
Gary Chartrand
Tom Grady
Rebecca Fishman Lipsey
Michael Olenick

Pam Stewart
Commissioner of Education

Rod Duckworth, Chancellor
Career and Adult Education

July 5, 2017

Mr. Al Stimac, Chairman
Advanced Manufacturing Apprenticeship Program, GNJ
910 Waterway Place
Longwood, FL 32750

Dear Mr. Stimac:

The standards for Advanced Manufacturing Apprenticeship Program, GNJ (Registration Number 2017-FL-68555), were approved and registered by the Department of Education, Division of Career and Adult Education effective this date. The original copy of the standards is retained for the state file.

We appreciate your interest in the apprenticeship system and look forward to your continued support.

Sincerely,

Richard "Ted" Norman, Program Director
Apprenticeship

RN/pw

Enclosures

cc: Ms. Betsy Wickham, Bureau Chief
Mr. Steven Lindas

SIGNATURE PAGE

PROGRAM NAME: Advanced Manufacturing Apprenticeship Program GNJ
ADDRESS: 910 Waterway Place, Longwood, FL 32750
PHONE: 407-478-8480 FAX: 407-830-4485
EMAIL ADDRESS: info@machiningsolutions.com

Adhine 6/8/2017 Yvonne Stimac 6/8/2017
Chairman [*] Date Secretary [**] Date

COMMITTEE MEMBERS

- | | |
|--|--|
| Al Stimac, CHAIRMAN [*]
Metal Essence, Inc. | Yvonne Stimac, SECRETARY [**]
Metal Essence, Inc. |
| Richard Sweat, MEMBER
.decimal | Bill Wydra, MEMBER
Ashland Technologies, Inc. |
| Tomas Roman, MEMBER
GW Schultz Tool, Inc. | Drew Helseth, MEMBER
Jet Machine |
| Alan Garey, MEMBER
Decimal Engineering | Debra Bowers, MEMBER
SkyBolt Aeromotive Corp. |
| Ryan Loftus, MEMBER
Exatech, Inc. | |

**SIGNATURE AUTHORITY
FOR COMMITTEE**

_____ NA _____
Name (Please Type) (Signature)
Title: _____ Affiliation: _____

REVIEWED BY: [Signature] _____
_____ 6/13/17 _____
Steven H. Lindas Date
Apprenticeship & Training Representative

REVIEWED APPROVED REGISTERED

FLORIDA DEPARTMENT OF EDUCATION
DIVISION OF CAREER AND ADULT EDUCATION - APPRENTICESHIP
[Signature] _____ 7/5/17 _____
Authorized Official - Registration Agency Date

Certificate of Registration

Florida Department of Education

Division of Career and Adult Education

ADVANCED MANUFACTURING APPRENTICESHP PROGRAM, GNJ

Issued in recognition of the above program, in the trade(s) of


Machinist (Precision Machinist)

registered with the Division of Career and Adult Education, Apprenticeship, as part of the National Apprenticeship Program
in accordance with the standards recommended by the

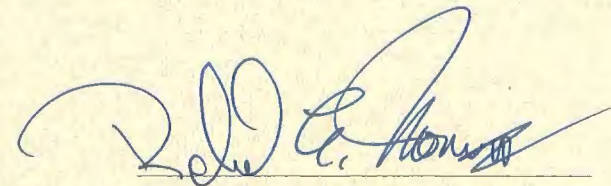
Florida Apprenticeship Advisory Council

July 5, 2017

Registration Date



Chancellor for Career and Adult Education



Program Director of Apprenticeship

2017-FL-68555

STANDARDS OF APPRENTICESHIP

FOR

ADVANCED MANUFACTURING APPRENTICESHIP PROGRAM GNJ

2017-FL-68555

REGISTERED BY

FLORIDA DEPARTMENT OF EDUCATION
DIVISION OF CAREER AND ADULT EDUCATION –
APPRENTICESHIP

Standards of Apprenticeship

for

Occupation / Trade	Term of Training in Hours	NAICS Code	DOT Code	RAPIDS Code (4 digit trade #)	SOC Code
Machinist (Precision Machinist)	7200	332710	600.280-022	0296	51-4041.00

PROGRAM SPONSOR

Advanced Manufacturing Apprenticeship Program GNJ

JURISDICTIONAL AREA

Brevard, Lake, Marion, Orange, Osceola, Palm Beach & Seminole
(counties)

Time Based Program:	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Competency Based Program:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Hybrid Program:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
VA Approval Requested:	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Vocational Education Linkage:	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7E

AGENDA ITEM SUBJECT: TAKE STOCK IN CHILDREN SCHOLARSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$225,000 in Temporary Assistance for Needy Families funds to Take Stock in Children, Inc. (TSIC), as set forth below.

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

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

BACKGROUND:

On June 23, 2016, the SFWIB approved an allocation of \$1,058,098 in TANF funds to purchase fifty (50) 2+2 Florida College Plan scholarships. However, the aforementioned allocations did not include the administrative costs for the program. The Take Stock in Children (TSIC) Scholarship Program works with economically disadvantaged youth and their families. The program's main mission is to keep youth in school and offer scholarships to those who successfully complete high school.

TSIC provides the management and administrative services for the Florida Prepaid College plans purchased by the SFWIB. A total of 494 Florida Prepaid College plans are managed by TSIC. There are a total of 359 participants utilizing their assigned prepaid college plans for post-secondary education. Additionally, 135 Florida Prepaid College participants are in high schools and will utilize the assigned plans in 2018.

The scholarship program was previously managed by Miami-Dade College; however, TSIC, Inc. currently serves as the administrator and fiscal agent, and will continue in that capacity on behalf of four other organizations. Each participating organization is responsible for program implementation and case management, as well as, educational, social, and mentoring services to youth classified as at-risk and not likely to enroll in a postsecondary institution. In order to ensure the multiple services offered by each organization and TSIC, Inc. are received, youth participate in dual activities with the respective organizations.

In following the procurement process of Miami-Dade County, Administrative Order No.: 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interests of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award an allocation not to exceed \$225,000 in Temporary Assistance to Needy Families funding to TSIC, Inc. for the programmatic and administrative cost of the Take Stock Children Scholarship Program.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7F

AGENDA ITEM SUBJECT: CAREER TRAINING AND YOUNG FATHERHOOD PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$108,150 in Workforce Innovation and Opportunity Act funds to Florida Keys Community College to train young fathers entering the workforce, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

The Career Training and Young Fatherhood Program (CTYFP) is a collaborative partnership between the South Florida Workforce Investment Board (SFWIB) and Florida Keys Community College (FKCC). The program is designed to prepare and assist young fathers for entry-level jobs in various construction trades, while learning the necessary skills of successful parenting.

The CTYFP is an accelerated training program, developed by FKCC that will assist program participants in enhancing their skills to enter or return to work. The six week cohorts will train up to 50 participants in construction technology, CDL Class B, OSHA 10 Hour Construction, Basic Jobsite Skills, 20 hour Workforce Preparedness, and a "24/7 Dad AM" fatherhood program. The training will emphasize general job site safety, tool safety and use, as well as entry-level jobsite "worker" skills.

In addition, each participant will be provided with books and tools, and drug tested to increase employment opportunities. Industry leaders will act as guest speakers for the program and provide expert advice that ensures the program remains current to local industry standards. As a result, graduates of the program will have the opportunity to be hired by those same contractors when entering the local workforce.

Upon successful completion, the participants will earn a FKCC Certificate of Completion, Florida CDL Class B license, OSHA 10 Hour Construction Certificate that will enhance their employability.

The SFWIB will provide training and training-related funding; and FKCC will provide relevant training services. The total cost for the five cohorts is \$108,150.

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Florida Keys Community College an allocation not to exceed \$108,150 in Workforce Innovation and Opportunity Act (WIOA) funds for the Career Training and Young Fatherhood Program.

FUNDING: Workforce Innovation and Opportunity Act

PERFORMANCE:

Career Training and Young Fatherhood Program

Number of Participants to be Served - 75

Number of Participants to Complete Training - 53

Number of Participants to be Placed into Jobs - 37

Number of Cohorts - 5

Cost Per Placement - \$2,923

Average Wage - \$15.00

Net Economic Benefit - \$28,277

Return-On-Investment - \$9.67

Economic Impact - \$1,046,249 dollars in salaries generated

ATTACHMENT



Florida Keys Community College
Career Training and Young Fatherhood Program
Training for Young Fathers Entering the Workforce

This training program is designed to prepare young fathers for entry level jobs in various fields of construction technology, while learning the necessary skills of successful parenting at a young age. During the six-week program, each cohort will participate in a Basic Jobsite Skills program, a Workforce Preparedness program, and a fatherhood program called “24/7 Dad AM”. Upon completion of the training programs, the participants will have the opportunity to earn a certification and a license that will enhance their employability.

Workforce Development Regional Demand:

Area: 23 – Miami-Dade and Monroe Counties

SOC Code: 472031 – Carpenters

Annual Openings: 1,780

SOC Code: 472201 – Brickmasons and Blockmasons

Annual Openings: 180

Certifications:

Commercial Driver’s License (CDL) Class B

OSHA-10 Hour for Construction

Basic Jobsite Skills Description: Participants will receive theoretical and hands-on instruction from subject matter experts in the fields of carpentry and masonry. Local contractors are invited as guest speakers to discuss current industry needs and employment opportunities upon completion of the course. There will be an emphasis on general job site safety, tool safety and use, and entry-level job site worker skills. During the course the participants will receive 96 hours of instruction in:

- Carpentry:
 - Using a level
 - Using a square and tape measure
 - Basic framing and sheathing
- Masonry:
 - Form building
 - Mortar mixing
 - Block laying
 - Cutting and tying rebar
 - Pouring a footing

Lab Materials:

- Carpentry

- 2" x 4" x 8' studs; 2" x 10" x 8" studs; screws; framing nails
- Masonry
 - Rebar and ties; blocks 8 x 8 x 16; mortar mix; form ply; tap cons

Basic Jobsite Skills Costs:

Total Cost	\$37,500
Estimated # of Students	75
Basic Jobsite Skills cost per student	\$500

Workforce Preparedness Description: Workforce preparedness training will ready participants with entry-level soft skills; such as communication, interpersonal relationships, decision making, following work related policies and procedures, financial literacy, cultural awareness, and how to prepare for an interview. This 20-hour curriculum utilizes a wide variety of teaching strategies; such as group discussion, role playing, situational scenarios, testimonials, and guest speakers.

Training Materials: Prepared handouts

Workforce Preparedness Costs:

Total Cost	\$8,700
Estimated # of Students	75
Workforce Preparedness cost per student	\$116

24/7 Dad AM Description: This is a nationally recognized curriculum that trains fathers to be involved, responsible, and committed 24 hours a day, 7 days a week. This component will be facilitated by Billy Davis and Associates.

Curriculum Materials: Facilitator’s Manual, Facilitator Training Webinar, Topics for Non-Custodial Dads Manuals, Student Handbooks (reusable)

24/7 Dad AM Costs:

Total Cost	\$10,150
Estimated # of Students	75
24/7 Dad AM cost per student	\$135

CDL Class B Description: This license allows someone to operate straight trucks and buses 26,001 lbs. or more.

CDL Class B Costs:

Total Cost	\$46,800
Estimated # of Students	75
CDL Class B cost per student	\$624

OSHA 10 Hour Construction Certification Description: This course is designed to teach workplace safety and reduce jobsite hazards. The curriculum includes topics such as fall protection, personal protection equipment, electrocution protection, and OSHA inspection procedures.

OSHA 10 Hour Construction Course and Certification Cost:

Total Cost	\$5,000
Estimated # of Students	75
OSHA 10 hour constructor course cost per student	\$67

Career Training and Young Fatherhood Program Summary:

Program Component	License or Certification	Cost per Student
Basic Jobsite Skills	FKCC Certificate of Completion	\$500
Workforce Preparedness	FKCC Certificate of Completion	\$116
24/7 Dad AM	N/A	\$135
CDL Class B	Florida CDL Class B	\$624
OSHA 10 Hour Construction	OSHA 10 Hour Construction Certificate	\$67
Total Cost per Student		\$1,442
Estimated # of Students		75
Total Cost for Program		\$108,150



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 7G

AGENDA ITEM SUBJECT: MIAMI-DADE COUNTY PUBLIC SCHOOLS YOUTH PRE-APPRENTICESHIP CAREER AND TECHNICAL TRAINING PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$125,000 in WIOA Youth Funds to Miami-Dade County Public Schools for the Miami-Dade Youth Pre-Apprenticeship Career and Technical Training initiative , as set forth below.

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

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

BACKGROUND:

The United States Department of Education (USDOL) believes that expanding apprenticeships in the United States (U.S.) can play an important role in meeting the demand for skilled workers, improve wages and economic opportunities for workers, boost U.S. business, and bolster America's competitiveness in the global economy.

Registered apprenticeship programs enable employers to develop and apply industry standards to training programs that can increase productivity and improve the quality of the workforce. Employers who sponsor apprentices attract and retain highly qualified employees by providing on-the-job training, related classroom instruction, and guaranteed wage structure.

The South Florida Workforce Investment Board (SFWIB) and Miami-Dade County Public Schools (M-DCPS) have formed a specialized, collaborative partnership to deliver 12 Miami-Dade Youth Pre-Apprenticeship Career and Technical Training programs in four Miami-Dade County Public Schools: Coral Gables Senior High School, Miami Jackson Senior High School, Miami Southridge Senior High School, and North Miami Beach Senior High School.

The program is designed to help fill the employment gap, and expose students to trades such as Bricklayer, Carpentry, Heating and Air-conditioning Installer Servicer, Drywall Finisher/Painter, Electrician, Elevator Constructor, Insulation Worker, Operating Engineer, Pipefitter (Construction), Plumber, and Sheet Metal Worker.

The Miami-Dade Youth Pre-Apprenticeship Career and Technical Training is a 23-month program will target 120 Workforce Innovation and Opportunity Act eligible M-DCPS 11th and 12th grade students. The first year, the 11th graders will complete 150 classroom-training hours. The second year, 12th graders will complete an additional one hundred fifty 150 classroom-training hours in one of the Pre-Apprenticeship programs. Students participating in the program will be provided with a network of resources that provide a unique pathway into employment.

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami-Dade County Public Schools an allocation not to exceed \$125,000 in Workforce Innovation and Opportunity Act (WIOA) funds for the for the Miami-Dade Youth Pre-Apprenticeship Career and Technical Training initiative.

FUNDING: Workforce Innovation and Opportunity Act

PERFORMANCE: N/A

ATTACHMENT



State Board of Education

Marva Johnson, *Chair*
Andy Tuck, *Vice Chair*
Members
Gary Chartrand
Ben Gibson
Tom Grady
Rebecca Fishman Lipsey
Michael Olenick

Pam Stewart
Commissioner of Education

Rod Duckworth, Chancellor
Career and Adult Education

August 1, 2017

Mr. Dan McCullers, Chairman
Miami-Dade Youth Pre-Apprenticeship (P-086)
Wm. H. Turner Technical Arts High School
10151 Northwest 19 Avenue
Miami, Florida 33014

Dear Mr. McCullers:

The standards for Miami-Dade Youth Pre-Apprenticeship Program (Program Number P-086), were approved and registered by the Department of Education, Division of Career and Adult Education effective this date. The original copy of the standards is retained for the state file.

We appreciate your interest in the apprenticeship system and look forward to your continued support.

Sincerely,

Richard E. Norman III, Program Director
Apprenticeship

RN/pw

Enclosures

cc: Mr. Randy Holmes

Certificate of Registration

Florida Department of Education

Division of Career and Adult Education

MIAMI-DADE YOUTH PRE-APPRENTICESHIP PROGRAM

Issued in recognition of the above program, in the trade(s) of

Multiple Trades

registered with the Division of Career and Adult Education, Apprenticeship, as part of the National Apprenticeship Program
in accordance with the standards recommended by the

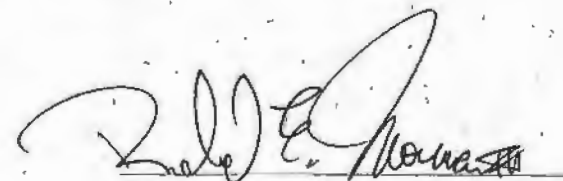
Florida Apprenticeship Advisory Council

August 1, 2017

Registration Date



Chancellor for Career and Adult Education



Program Director of Apprenticeship

P-086

Certificate of Registration

Florida Department of Education

Division of Career and Adult Education

MIAMI-DADE YOUTH PRE-APPRENTICESHIP PROGRAM

Issued in recognition of the above program, in the trade(s) of

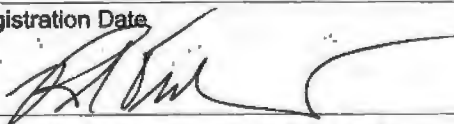
Multiple Trades

registered with the Division of Career and Adult Education, Apprenticeship, as part of the National Apprenticeship Program
in accordance with the standards recommended by the

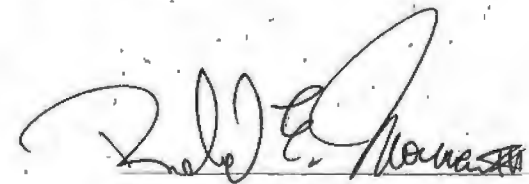
Florida Apprenticeship Advisory Council

August 1, 2017

Registration Date



Chancellor for Career and Adult Education



Program Director of Apprenticeship

P-086

State of Florida



Registered Preapprenticeship Training Standards

for

Miami-Dade Youth Pre-Apprenticeship

(Program Name)

P-086

(Program Number)

in the Trades of:

OCCUPATION / TRADE	PROGRAM TERM	N.A.I.C.S. Code	RAPIDS Code (4 digit trade #)	S.O.C. Code
Bricklayer	23 months	238140	0053	47-2021.00
Carpentry	23 months	238350	0067	47-2031.00
Heating and Air-conditioning Installer Sevicer	23 months	238220	0637	49-9021.01
Drywall Finsher / Painter	23 months	238320	0379	47-2141.00
Electrician	23 months	238210	0159	47-2111.00
Glazier	23 months	238150	0221	47-2121.00
Elevator Constructor	23 months	333921	0173	47-4021.00
Insulation Worker	23 months	238990	0909	47-2031.00
Operating Engineer	23 months	236210	0365	47-2073.02
Pipefitter (Construction)	23 months	238220	0414	47-2152.01
Plumber	23 months	238220	0432	47-2152.02
Sheet Metal Worker	23 months	332322	0510	47-2211.00

(Apprenticeship Program Sponsor - Registered Name)

ACRA-Local 725 Joint Apprenticeship And Training Committee, JAC,	FL007490002
Asbestos Workers Local Union #60, JAC	FL007710001
ABC Institutes Apprenticeship Program, GNJ	FL007860018, FL007890028, FL009050002, FL013020001
Dade County Plumbers, JAC	FL007390001
Florida Finishing Trades Institute JATC	FL009142204
International Union of Elevator Constructors LU# 71, GJ	FL011030002
Masonry Association of Florida (Treasure Coast) Apprenticeship, GNJ	FL009050001
Miami Electrical, JATC	FL007450001
Sheet Metal Workers LU#32, JAC	FL007470002
South Florida Carpenters Joint Apprenticeship & Training Committee (JATC)	FL007460011
South Florida Operating Engineers, JAC	FL007900016

Adult Program

Youth Program

L.E.A. Education Linkage? Yes - or No -

OJT Included? Yes - or No -

Florida Department of Education, Division of Career and Adult Education,
Apprenticeship Programs Section

SIGNATURE PAGE

PROGRAM NAME: Miami-Dade Youth Pre-Apprenticeship

ADDRESS: Wm. H. Turner Technical Arts High School, 10151 Northwest 19 Avenue, Miami 33014

PHONE: 305-693-3030

FAX: _____

EMAIL: LupeDiaz@dadeschools.net

Approved and adopted by the Preapprenticeship Committee, at Miami, Florida this

1 of August, 2017.

(Day)

(Month)

(Year)

(City)

Committee Members



Dan McCullers – Chairman
Apprenticeship Director
South Florida International Operator Engineers, JATC



Joe Fernandez – Secretary
Apprenticeship Director
Dade County Plumbers, JATC

Phil Roden
Apprenticeship Director
ACRA-Local 725 Joint Apprenticeship And Training
Committee, JAC

Dave Schleiden
Instructional Supervisor
Miami-Dade County Public Schools
District/School Operations

Roderick Beasley
Executive Director
South Florida Workforce Investment Board

Carmen Morris
Commission Aid
Office of Commissioner Xavier L. Suarez, District 7
Miami-Dade County

John Mchugh
Apprenticeship Corrdinator
Miami Electrical, JAC

Signature Authority for the Committee: Dr. Lupe Diaz



(Signature)

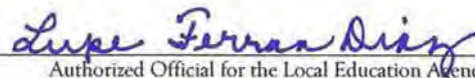
Executive Director Career Technical Education, Miami Dade Public Schools

(Title)

Assisted and Reviewed By


Randy Holmes

Apprenticeship Representative

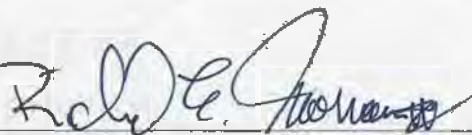


Authorized Official for the Local Education Agency

Registration Agency, State of Florida

REVIEWED, APPROVED AND REGISTERED BY THE DEPARTMENT OF EDUCATION,
DIVISION OF CAREER AND ADULT EDUCATION - APPRENTICESHIP
325 WEST GAINES STREET, ROOM 754, TALLAHASSEE, FLORIDA 32399-0400





Authorized Official - Registration Agency

8/1/17

Date

PREAPPRENTICES ARE NOT CERTIFIABLE FOR WORK ON DAVIS-BACON PROJECTS

DEFINITIONS

1. **Gender Reference** - all references in these standards to the male gender, if any, are used for convenience only and shall be construed to include both male and female.
2. **Apprenticeship Representative** - is an individual representative of the Florida Department of Education, properly authorized to act on behalf of the Department in matters concerning apprenticeship, preapprenticeship, and on-the-job training. 6A-23.002(4)
3. **Completion Certificate** - means the official document issued by the Department to an individual completing training as verified by the program sponsor. 6A-23.002(6)
4. **Department** - means the Florida Department of Education, which is the Registration Agency for federal apprenticeship purposes. 6A-23.002(3)
5. **Journeyworker** - means a person working in an apprenticeable occupation who has successfully completed a registered apprenticeship program or who has worked the number of years required by established industry practices for the particular trade or occupation. Use of the term may also refer to a mentor, technician, specialist or other skilled worker who has documented sufficient skills and knowledge of an occupation, either through formal apprenticeship or through practical on-the-job experience and formal training. As defined in Chapter 6A-23, F.A.C., Journeyworker applies to ratios, wage surveys and qualified apprenticeship trainers. The term "Journeyworker" is synonymous with "Journeyman" as defined in Section 446.021(4), F.S. 6A-23.002(12)
6. **Local Education Agency** - (LEA) means an educational agency at the local level that exists primarily to operate schools or to contract for educational services.
7. **On-the-Job Training** - (OJT) means supervised trade-specific employment. OJT becomes a monitoring responsibility of the sponsor. OJT training providers must be Participating Employers. 6A-23.002(15)
8. **Participating Employer** - means a business entity which:
 - (a) Is actively engaged by and through its own employees in the actual work of the occupation being apprenticed,
 - (b) Employs, hires and pays the wages of the apprentice and the Journeyworker serving as qualified training personnel training the apprentice,
 - (c) Evaluates the apprentice, and
 - (d) Is signatory party to a collective bargaining agreement or signatory to a Participating Employer agreement with the program sponsor which will be registered with the Registration Agency in the Department. 6A-23.002(16)
9. **Preapprentice** - means any person sixteen (16) years of age or over engaged in any course of instruction in the public school system or elsewhere, which course is registered as a Preapprenticeship Program with the Department. 6A-23.010(2)(a)
10. **Preapprenticeship Agreement** - means a written agreement between the Preapprentice and the preapprenticeship program sponsor, containing the terms and conditions of training and incorporating the registered program standards as part of the agreement. 6A-23.010(2)(b)
11. **Preapprenticeship Committee** - or committee means the same as the registered apprenticeship program sponsor's committee, or a group appointed by registered apprenticeship program sponsor committees, or their designees. 6A-23.010(2)(c)
12. **Preapprenticeship Program** - means an organized course of instruction, in the public school system or elsewhere, which is designed to prepare a person sixteen (16) years of age or older to become an apprentice, and which is approved and registered with the Department and sponsored by a registered apprenticeship program. Registered Preapprenticeship Programs shall be part of regular or adult high school programs when occurring in a public school system. 6A-23.010(2)(d)

13. **Preapprenticeship Sponsor** - means registered apprenticeship program(s) authorized to offer preapprenticeship training. 6A-23.010(2)(e)
14. **Preapprenticeship Standards** - means the minimum requirements established uniformly for each craft under which a Preapprenticeship Program is administered and includes standards of admission, training goals, training objectives, curriculum outlines, objective standards to measure successful completion of the Preapprenticeship Program, and the percentage of credit that may be given to preapprenticeship completers upon acceptance into the apprenticeship program. 6A-23.010(2)(f)
15. **Related Instruction** - means an organized and systematic form of instruction designed to provide the apprentice with knowledge of the theoretical subjects related to a specific trade or occupation. 6A-23.002(20)
16. **School-To-Work** (S.T.W.) means programs that provide ways for students to transition successfully into the economy.
17. **Work Processes** - means an outline of supervised work experience and OJT with the allocation of approximate hours to be spent in each activity. 6A-23.002(22)

CONFORMANCE WITH STATE AND FEDERAL LAWS

The Florida Department of Education, Division of Career and Adult Education, Apprenticeship Program Section is properly established and constituted under applicable state law as the designated body for approval and registration of Preapprenticeship Programs and individual Preapprenticeship Agreements for state purposes.

No section of these standards shall be construed to permit violation of any law or regulation of the State of Florida or the United States. This program shall adhere to all local, state and federal laws pertaining to preapprenticeship.

The primary objective of the Preapprenticeship Program is to provide Florida residents with educational and training opportunities to enable them, upon completion of preapprenticeship training, to obtain entrance into a registered apprenticeship program, based upon the selection criteria established by a registered apprenticeship program sponsor. 6A-23.010(1)

Section I REGISTRATION OF PREAPPRENTICESHIP PROGRAM

These standards shall be submitted to the Apprenticeship Representative in the area to review, approve and forward to the Registration Agency for approval and registration. Four (4) original documents shall bear witness of the programs registration as evidenced by a Certificate of Registration issued by the Registration Agency's Certifying Official and issued in the name of the affiliated apprenticeship program sponsor(s), which have administrative responsibility. The program's registration shall be renewed at least every five (5) years by incorporating any amendments to the program training standards and re-submittal for approval and issuance of a Certificate of Registration. The program must be actively training Preapprentices within one (1) year of registration in each occupation for which registration is granted. Programs or occupations which go inactive and remain the same (no registered participants' training occurring) for more than one (1) year shall be canceled by the Registration Agency. 6A-23.010(3) (f, h)

Section II COMPOSITION OF THE COMMITTEE

The Preapprenticeship Committee shall be composed of at least 6 members. The committee shall include a Chairperson and a Secretary and shall meet at least quarterly or as often as necessary.
6A-23.010(4) (d) 1

Section III DUTIES OF THE COMMITTEE

- 1) Screen and select applicants for preapprenticeship.
- 2) Maintain all records for a period of at least two years following an individual's completion or removal from the program.
- 3) Enter into Preapprenticeship Agreements between the Preapprentice and the committee as program sponsor and to submit these agreements to the Registration Agency for registration.
- 4) Maintain records of each Preapprentice's training progress in related classroom instruction/OJT.
- 5) Review regular progress reports for Preapprentices and recommend such actions as appropriate.
- 6) Provide continual support to Preapprentices to complete the Preapprenticeship Program in an apprenticeable occupation and prepare Preapprentices for entry into the sponsor's registered apprenticeship training program(s).
- 7) Arrange tests for determining the Preapprentice's progress in manipulative skills and technical knowledge.
- 8) Assure the Participating Employers have qualified Journeyworkers to oversee and train the Preapprentices when OJT is incorporated into the program.
- 9) Notify the Registration Agency of all other Preapprentice actions.
- 10) Notify the Registration Agency when Preapprentices have satisfactorily completed their preapprenticeship and request issuance of a certificate of completion.
- 11) Hear and adjust complaints of violations and make rulings as deemed necessary.
- 12) Recommend changes in the program to improve effectiveness and efficiency.
- 13) Notify the Registration Agency's servicing Apprenticeship Representative by phone or some kind of written correspondence of all Preapprenticeship Committee meetings and make available upon request, the official minutes of such meetings.
- 14) Provide preapprenticeship records for review, upon official request of the Registration Agency.
- 15) Determine minimum qualifications for entry into preapprenticeship.
- 16) In collaboration with the apprenticeship program sponsor(s), establish the percentage of credit that may be given to preapprenticeship completers upon acceptance into the sponsoring apprenticeship program(s).
- 17) Meet regularly with the L.E.A. if applicable, and consider/make program recommendations on all issues of preapprenticeship training and S.T.W. initiatives. The time/place of regular/special meetings shall be determined by the committee.
- 18) Maintain overall authority and be responsible in general for the successful operation of these standards by performing the duties listed above, by cooperating with public and private agencies which can be of assistance, by obtaining publicity in order to develop the support and interest of the public in the preapprenticeship, and by maintaining lines of communication between Preapprentices, Employers, L.E.A., Registration Agency and Journeyworkers. 6A-23.010(4)(d)1

Section IV RESPONSIBILITIES OF THE PREAPPRENTICE

- 1) Learn pre-requisite skills and knowledge for becoming an Apprentice.
- 2) Work faithfully and diligently at the occupation.
- 3) Complete promptly and carefully all lessons, assignments, and school tests required by the committee and the L.E.A.
- 4) Protect the property of the employer/school/program sponsor.
- 5) Respect and comply with all rules, regulations and policies of the employer affecting OJT.
- 6) Attend Related Instruction classes regularly.

6A-23.010(4)(d)5

Section V WORK PROCESS/ON-THE-JOB TRAINING - No OJT

Section VI TERM OF PREAPPRENTICESHIP

The over all length of the training program will be determined by the program committee and will be realistic in terms of attainment relative to industry standards, but at no time shall it be less than six (6) months or longer than two (2) consecutive years.

The term of preapprenticeship shall be 23 months. 6A-23.010(4) (x)

Section VII RELATED CLASSROOM INSTRUCTION

Preapprentices registered under these training standards shall be required to complete 300 hours of training during their preapprenticeship in subjects related to the trade in which they are registered. 6A-23.010(4) (d) 4

Secondary Education Classes will be conducted at:

Coral Gables Senior High School
450 Bird Road
Coral Gables, Florida 33146
305-443-4871

Miami Jackson Senior High School
1751 Northwest 36 Street
Miami, Florida 33042
305-634-2621

Miami Southridge Senior High School
19351 Southwest 114 Avenue
Miami, Florida 33157
305-238-6110

North Miami Senior High School
13110 Northeast 8th Avenue
North Miami, Florida 33161
305-891-6590

Section VIII PREAPPRENTICE WAGE RATE - No OJT

Section IX PREAPPRENTICE RECORDS

Records of the Preapprentice's training in Related Instruction, progression through the training program and hours spent in on-the-job training and wages if any, shall be retained for at least two years following completion of the preapprenticeship training or the date of the individual's departure from the program. If all of the records are not maintained on the respective school's campus, the Registration Agency shall be provided the location of where all of the program records will be maintained. All records regarding Preapprentices shall be available for review when requested by the Apprenticeship Representative or the Registration Agency. 6A-23.010(4) (j)

Section X RATIO OF PREAPPRENTICES - No OJT

Section XI SAFETY - (Modify for youth or adult participants)

The program shall comply with and instruct the Preapprentices in safety and healthful work practices and shall ensure that the Preapprentices are trained in facilities and other environments that are in compliance with Title 29 of the Code of Federal Regulations, Part 570 (Federal Child Labor); Chapter 61L-2 Florida Administrative Code (State Child Labor) and with Public Law 91-596 (Occupational Safety and Health Act). 6A-23.010(4) (c) (k)

Section XII MINIMUM QUALIFICATIONS

Applicants for preapprenticeship shall possess the following minimum qualifications:

- 1) At least 16 years of age; (Note: a minor must have written parental or guardian consent to participate in the program)
- 2) Physically capable of performing the work of the trade;

If required by the apprenticeship program sponsor and L.E.A., be enrolled in a program that includes career pathways instruction and general education courses required to obtain a high school diploma or equivalency certificate. 6A-23.010(4) (d, l) 5

Section XIII PREAPPRENTICESHIP AGREEMENT

Prospective Preapprentices shall have the right and opportunity to review, read and obtain a copy of these standards before they sign the Preapprenticeship Agreement. The Preapprentice shall be placed under a Preapprenticeship Agreement and this form is available from the Apprenticeship Representative and signed by the program sponsor and the Preapprentice (if a minor, their parent or guardian). The Preapprenticeship Agreement incorporates the terms and conditions of training and these registered program standards as part of the agreement and shall be registered with the Registration Agency through the Apprenticeship Representative. The Preapprenticeship Agreement may be terminated by mutual consent at anytime and can be canceled for due cause and in the case of due cause, a reasonable opportunity for corrective action may occur upon mutual agreement. 6A-23.010(4) (b, m, q), (5) (f)

Section XIV PARTICIPATING EMPLOYERS - No OJT

Section XV SUPERVISION OF PREAPPRENTICES AND HOURS OF WORK - No OJT

Section XVI COMPLETION CERTIFICATE

The committee will recommend to the Registration Agency, through the Servicing Apprenticeship Representative, that a Certificate of Completion of Training be awarded to registered Preapprentices by use of the Action Report Form upon satisfactory completion of their term of preapprenticeship training. 6A-23.010(4) (w)

Section XVII AMENDMENTS TO THE STANDARDS

The training standards may be amended or modified at any time by action of the Preapprenticeship Committee after prompt submission to the Apprenticeship Representative and upon approval of the Registration Agency. Amendments shall not alter Preapprenticeship Agreements in effect at the time of such change without the express consent of all parties to the agreement. 6A-23.010(3) (g), (4) (u)

Section XVIII DEREGISTRATION

Deregistration of this program may be effected either upon the voluntary action of the program sponsor by a request for cancellation of the registration, or upon notice by the Registration Agency to the sponsor stating cause and instituting formal deregistration proceedings per Florida Administrative Code. If deregistered, the committee will notify the Preapprentices and the participating L.E.A. if applicable, within fifteen business days of this event. 6A-23.010(4) (u)

Section XIX NOTIFICATION

The Registration Agency shall be notified by use of the Action Report Form of all actions affecting Preapprentices, such as new preapprentices indentured, suspensions, cancellations, credit, repeat period O.J.T., repeat period of related instruction and completion's through the servicing Apprenticeship Representative. 6A-23.010(4) (v)

Section XX ADJUSTING DIFFERENCES

In case of dissatisfaction between an employer, if applicable and a Preapprentice, either party has the right and privilege of appeal to the committee for such action and adjustment of such matters as come within these standards. The Preapprentice shall be notified by the sponsor within five (5) business days of any proposed adverse action and cause therefore, with stated opportunity to the Preapprentice for corrective action during such period. Preapprentices may obtain information on how to properly address their concerns/grievances from the Program Sponsor. Differences that arise between the L.E.A if applicable, and the program sponsor involving program administration and/or execution, should be addressed to the Registration Agency in writing for resolution, adjustment, and/or decision. 6A-23.010(4) (r, s)

Section XXI LISTING OF PARTICIPATING EMPLOYERS - No OJT

Section XXII EQUAL OPPORTUNITY PLEDGE

The recruitment, selection, employment, and training of Preapprentices during their preapprenticeship shall be without indicating any preference, limitation, specification, or discrimination because of race, color, religion, sex, national origin, age, handicap, absence of handicap, or marital status. The sponsor will take affirmative action to provide equal opportunity in preapprenticeship and will operate the Preapprenticeship Program as required under applicable rules and regulations (Florida Statutes 760.10). 6A-23.010(4) (t)

Section XXIII AFFIRMATIVE ACTION PLAN

The committee shall provide equal opportunity in preapprenticeship for those seeking entrance into or participating in this Preapprenticeship Program for the purpose of obtaining entrance into a registered apprenticeship program. To provide equal opportunities in the recruitment, selection, employment, training and advancement of minority and female preapprentices, the committee agrees to make the following affirmative action commitments: (1). Disseminate in cooperation with the L.E.A if applicable, information to all applicants/students concerning the nature of preapprenticeship, availability of preapprenticeship opportunities, sources of preapprenticeship applications, and the equal opportunity policy of the committee. Information will be disseminated to government employment service offices, local schools, school and local career/job fairs events, women's centers, outreach programs, principal minority groups, women's organizations and community organizations which can effectively reach minorities and women. This information is encouraged to also be published in L.E.A./school newspapers/periodicals which are available to students/parents, and newspapers which are circulated in minority communities and

among women as well as the general areas in which the program sponsor operates. (2). Cooperate with local school boards and career pathways education systems to develop programs for preparing students to meet the standards and criteria required to qualify for entry into Preapprenticeship Programs and ultimately to qualify for entry into the program sponsor's registered apprenticeship program. 6A-23.010(4) (t)

Section XXIV SELECTION PROCEDURE

Selection of Preapprentices into this program shall be without indicating any preference, limitation, specification or discrimination, based on race, color, religion, sex, national origin, age, handicap, absence of handicap, or marital status. The applicable selection procedure for this program shall be a coordinated effort between the L.E.A. if applicable, the program sponsor, and will be performed as follows: 6A-23.010(4) (t)

Section XXV PROGRAM DEMOGRAPHICS - No OJT

Section XXVI MAINTENANCE OF RECORDS

All records pertaining to the administration, selection, employment and training of Preapprentices shall be kept for not less than two years following the individual's date of departure from the program.

Preapprenticeship Program records shall be maintained at the following address: 6A-23.010(4) (j)

Wm. H. Turner Technical Arts High School
10151 Northwest 19 Avenue
Miami, Florida 33014

Section XXVII RELATED INSTRUCTION OUTLINE(S)

For the occupation/trade: Bricklayer, Carpentry, Drywall Finisher, Electrician, Elevator Constructor, Heating and Air-Conditioning Servicer/Installer, Insulation Worker, Operating Engineer, Painter, Pipefitter (Construction), Plumber, Sheet Metal

Classification of Instructional Programs (CIP) Number: 460000

Year 1, Grade 11

	<u>Class Hours</u>
1. Orientation, Background of Apprenticeship	15
2. Apprenticeship Trades	10
3. Communication Skills (Terms of the Trades)	10
4. Basic Safety and OSHA	30
5. Use of Hand Tools	15
6. Use of Power Tools	15
7. Construction Math	20
8. Construction Drawings	15
9. Lifting and Rigging	20
TOTAL HOURS	<hr/> 150

Year 2, Grade 12

	<u>Class Hours</u>
1. Employability Skills	10
2. Material Handling	10
3. Bricklayer	10
4. Carpentry	10
5. Drywall Finisher/Painter	10
6. Electrician	10
7. Elevator Constructor	10
8. Glazier	10
9. Heating and Air-Conditioning Servicer/Installer	10
10. Insulation Worker	10
11. Operating Engineer	10
12. Pipefitter (Construction)	10
13. Plumber	10
14. Sheet Metal	10
15. Other Apprenticeship Trades	10
TOTAL HOURS	<hr/> 150



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 8A

AGENDA ITEM SUBJECT: REFUGEE EMPLOYMENT AND TRAINING PROGRAM PERFORMANCE OVERVIEW

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

For Program Year (PY) 2016-17, the Refugee Employment and Training (RET) Program Contractors assisted in placing 7,334 refugee job seekers into employment from October 1, 2016 through June 30, 2017, as compared to 6,935 for the same period in the previous PY. This is an overall placement increase of 1.05 percent.

For the RET Program, the Year-to-Date (YTD) performance statistics reveal the following:

- 14,968 refugee job seekers enrolled in the RET Program
- 4,031 refugees are still working after 90 days of hire
- 2,988 refugees are still working after 180 days of hire
- 3,221 refugees are receiving health benefits through the employer

Through the efforts of the Performance Improvement Team (PIT), the RET Program Contractors and SFWIB staff continues to work diligently to enhance the quality of services offered to refugee job seekers and overall performance improvement.

FUNDING: N/A






PERFORMANCE: N/A

ATTACHMENT

CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

Regional

Regional		
	Measure	Region
1	Entered Employment Rate	23.38% 
2	Employed on the 90th Day	83.857% 
3	Employed on the 180th Day	89.973% 
4	Health Benefits	45.649% 
5	Placements	7,334
6	Intakes (YTD)	14,968
7	EFM Placements (YTD)	84.088% 

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

AMO

Per Provider				
	Measure	Region	Center	
1	Entered Employment Rate	23.38%	28.078%	↑
2	Employed on the 90th Day	83.857%	90.89%	↓
3	Employed on the 180th Day	89.973%	96.404%	↑
4	Health Benefits	45.649%	51.091%	↑
5	Placements	7,334	1,292	
6	Intakes (YTD)	14,968	2,265	
7	EFM Placements (YTD)	84.088%	83.66%	↓

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

Arbor E&T, LLC

Per Provider				
	Measure	Region	Center	
1	Entered Employment Rate	23.38%	29.77%	↑
2	Employed on the 90th Day	83.857%	86.145%	↓
3	Employed on the 180th Day	89.973%	95.588%	↑
4	Health Benefits	45.649%	41.006%	↓
5	Placements	7,334	661	
6	Intakes (YTD)	14,968	2,001	
7	EFM Placements (YTD)	84.088%	79.487%	↓

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

CANC

Per Provider			
	Measure	Region	Center
1	Entered Employment Rate	23.38%	16.657%
2	Employed on the 90th Day	83.857%	84.242%
3	Employed on the 180th Day	89.973%	86.528%
4	Health Benefits	45.649%	53.485%
5	Placements	7,334	710
6	Intakes (YTD)	14,968	1,605
7	EFM Placements (YTD)	84.088%	86.667%

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

Community Coalition

Per Provider				
	Measure	Region	Center	
1	Entered Employment Rate	23.38%	17.861%	↑
2	Employed on the 90th Day	83.857%	77.778%	
3	Employed on the 180th Day	89.973%	76.471%	↓
4	Health Benefits	45.649%	41.256%	↓
5	Placements	7,334	640	
6	Intakes (YTD)	14,968	1,032	
7	EFM Placements (YTD)	84.088%	75.714%	↓

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

Lutheran Services

Per Provider				
	Measure	Region	Center	
1	Entered Employment Rate	23.38%	20.752%	↑
2	Employed on the 90th Day	83.857%	87.753%	↑
3	Employed on the 180th Day	89.973%	93.176%	↓
4	Health Benefits	45.649%	42.848%	↓
5	Placements	7,334	1,596	
6	Intakes (YTD)	14,968	3,153	
7	EFM Placements (YTD)	84.088%	83.422%	↑

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

Miami Beach Latin Chamber

Per Provider				
	Measure	Region	Center	
1	Entered Employment Rate	23.38%	39.352%	↑
2	Employed on the 90th Day	83.857%	81.529%	↓
3	Employed on the 180th Day	89.973%	87.963%	↑
4	Health Benefits	45.649%	76.136%	↑
5	Placements	7,334	200	
6	Intakes (YTD)	14,968	291	
7	EFM Placements (YTD)	84.088%	88.889%	↑

ND = No data

NA = Region performance not applicable for this measure

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CSSF Refugee Balanced Scorecard Report

Report Date: 10/1/2016 To 6/30/2017

Youth Co-Op

Per Provider				
	Measure	Region	Center	
1	Entered Employment Rate	23.38%	24.76%	↑
2	Employed on the 90th Day	83.857%	78.385%	↑
3	Employed on the 180th Day	89.973%	86.036%	↑
4	Health Benefits	45.649%	42.322%	↓
5	Placements	7,334	2,235	
6	Intakes (YTD)	14,968	4,621	
7	EFM Placements (YTD)	84.088%	80.816%	↓

ND = No data

NA = Region performance not applicable for this measure

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 8B

AGENDA ITEM SUBJECT: WORKFORCE SERVICES REGIONAL PERFORMANCE RECAP

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Florida Department of Economic Opportunity (DEO) Monthly Management Report (MMR) for the state's 24 Regional Workforce Boards, reveal the following end of the year performance statics for the Region during the 2016-2017 program year:

- 51,915 job seekers placed into jobs exited the system as compared to 54,686 for the same period during the previous PY. This is a 5.2 percent decrease.
- The Wagner-Peyser Entered Employment Rate (EER) is 53.5 percent and is ranked 5th.
- The Veterans Program EER is 57 percent and is ranked 4th.
- The Career Advancement Program (CAP) / Welfare Transition (WT) Program All Family Participation Rate is 43.9 percent and is ranked 7th.
- The CAP / WT Program EER is 35.5 percent and is ranked 9th.

The Monthly Job Placement Report, developed by the Florida DEO and CareerSource Florida, shows the Region placed 84,063 job seekers into jobs for PY 2016-2017 as compared to 84,584 for last program year. This is a .06 percent decrease. Region 23 (CareerSource South Florida) makes up 23.2 percent of the State's total number of placements.

Through the efforts of the Performance Improvement Teams (PIT), the Workforce Services Contractors and SFWIB staff continues to work diligently to enhance the quality of the Workforce Services delivery system and overall performance improvement.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

**DEO Monthly Management Report
2016-17 Program Year**

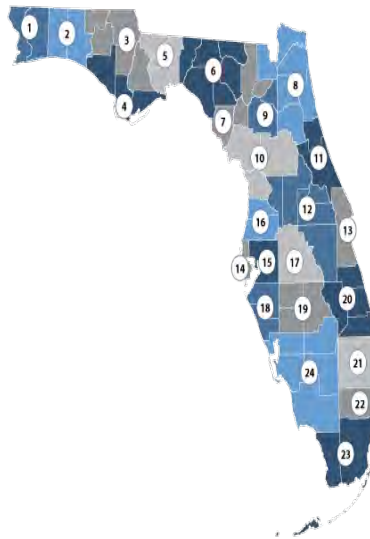
Wagner-Peyser Entered Employment Rate					
Rank	Prev. Rank	Region	Entered Employment	Job Seekers with 90 Days of No Service	Performance
1	2	9	3,272	4,508	72.6 %
2	1	14	18,467	26,073	70.8 %
3	3	15	30,037	43,663	68.8 %
4	4	16	7,773	14,002	55.5 %
5	5	23	51,915	97,033	53.5 %
6	6	13	6,828	15,008	45.5 %
7	7	19	2,478	5,531	44.8 %
8	8	24	8,659	20,960	41.3 %
9	10	10	4,605	11,475	40.1 %
10	9	7	1,531	3,937	38.9 %
		SW	214,806	478,621	44.9 %

Veterans Entered Employment Rate					
Rank	Prev. Rank	Region	Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance
1	1	9	201	284	70.8 %
2	2	14	898	1,420	63.2 %
3	3	15	1,191	1,996	59.7 %
4	5	23	793	1,392	57.0 %
5	4	16	553	1,029	53.7 %
6	6	13	648	1,523	42.5 %
7	9	20	279	683	40.8 %
8	7	22	680	1,669	40.7 %
9	8	3	124	308	40.3 %
10	10	17	292	809	36.1 %
		SW	10,892	27,172	40.1 %

Welfare Transition Participation Rate (All Family)					
Rank	Prev. Rank	Region	Work Engaged	Received TANF	Performance
1	1	21	1,263	2,158	58.5 %
2	2	22	3,697	6,406	57.7 %
3	3	14	1,911	3,635	52.6 %
4	4	11	2,153	4,215	51.1 %
5	5	15	2,377	4,793	49.6 %
6	6	16	1,123	2,289	49.1 %
7	8	23	5,433	12,386	43.9 %
8	7	17	1,146	2,623	43.7 %
9	9	12	3,560	8,338	42.7 %
10	10	6	165	405	40.7 %
		SW	29,986	71,208	42.1 %

Welfare Transition Entered Employment Rate					
Rank	Prev. Rank	Region	Closed Due To Earnings	Cases Closed	Performance
1	1	14	829	1,813	45.7 %
2	3	22	1,180	2,773	42.6 %
3	2	15	1,083	2,567	42.2 %
4	4	17	533	1,290	41.3 %
5	6	16	400	1,044	38.3 %
6	5	11	578	1,513	38.2 %
7	9	9	156	429	36.4 %
8	7	12	1,431	4,009	35.7 %
9	8	23	1,924	5,417	35.5 %
10	10	21	343	1,032	33.2 %
		SW	11,840	33,157	35.7 %

Regional CareerSource Workforce Boards	
Region	CareerSource Workforce Board
8	CareerSource Brevard
12	CareerSource Central Florida
14	CareerSource Pinellas
15	CareerSource Tampa Bay
21	CareerSource Palm Beach County
22	CareerSource Broward
23	CareerSource South Florida
24	CareerSource Southwest Florida





SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 8C

AGENDA ITEM SUBJECT: YOUTH PARTNERS AND REGIONAL PERFORMANCE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

Performance Measures for the Youth Partners in Workforce Development Area (WDA) covering the reporting period from July 1, 2016 through June 30, 2017, as represented on the State's Monthly Management Report (MMR). The MMR provides a snapshot of the performance data present in the Management Information System on the last day of each month.

The details are as follows:

- 118/118 Credential Attainment Measure (Column 1) exited the program with outcomes (obtained a credential/diploma, post-secondary education, advanced/training qualified apprenticeships, military, employment). The WDA's credential attainment positive outcome performance measure is 100%.
- 1,068/1,317 Measurable Skills Gain (Column 2) attained and increased in their youth skill attainment performance measure (basic skills, work readiness skills, and occupational skills). The WDA's youth skills attainment performance measure is 81%.
- 85/85 In-School Youth (Column 3) exited the program with a positive outcome (obtained a credential/diploma, post-secondary education, advanced training/qualified apprenticeships, military, employment). The WDA's In-School Youth positive outcome performance measure is 100%.
- 44/44 Out-of-School Youth (Column 4) exited the program with a positive outcome (obtained a credential/diploma, post-secondary education, advanced training/qualified apprenticeships, military, employment). The WDA's Out-of-School Youth positive outcome performance measure is 100%.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

WIOA YOUTH SERVICE PARTNERS PERFORMANCE - July 1, 2016 - June 30, 2017

Youth Service Partners	Credential Attainment Measure (100%) COLUMN #1			Measurable Skills Gain (Youth Skill Attainment Performance Measure) (90%) COLUMN #2			In School Youth Positive Outcome Performance Measure (90%) COLUMN #3			Out of School Youth Positive Outcome Performance Measure (90%) COLUMN #4		
	# to be Met	# Met	% of Standard Met	# to be Met	# Met	% of Standard Met	# to be Met	# Met	% of Standard Met	# to be Met	# Met	% of Standard Met
<i>IN-SCHOOL PROGRAM</i>												
Adult Mankind Organization	9	9	100%	220	168	76%	9	9	100%			
Cuban National Council	44	44	100%	183	134	73%	44	44	100%			
Youth Co-Op Monroe	3	3	100%	16	16	100%	3	3	100%			
Youth Co-Op Miami-Dade	18	18	100%	243	224	92%	30	30	100%			
YEAR-TO-DATE PERFORMANCE	74	74	100%	662	542	82%	86	86	100%			
<i>OUT-OF-SCHOOL PROGRAM</i>												
Adult Mankind Organization	3	3	100%	123	75	61%				3	3	100%
Community Coalition	1	1	100%	98	89	91%				1	1	100%
Cuban American National Council	N/D	N/D	N/D	102	62	61%				N/D	N/D	N/D
Greater Miami Service Corps	3	3	100%	105	92	88%				3	3	100%
Youth Co-Op Monroe	4	4	100%	24	23	96%				4	4	100%
Youth Co-Op Miami-Dade	33	33	100%	203	185	91%				33	33	100%
YEAR-TO-DATE PERFORMANCE	44	44	100%	655	526	80%				44	44	100%
REGIONAL PERFORMANCE	118	118	100%	1,317	1,068	81%	86	86	100%	44	44	100%



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 8D

AGENDA ITEM SUBJECT: CONSUMER REPORT CARD UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

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

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) Individual Training Account (ITA) Policy requires the monitoring of the performance of SFWIB approved Training Vendors. Accordingly, staff developed and implemented the Consumer Report Card Tool. The tool is an online report that updates ITA performance on a daily basis. The goal of the tool is to function as an "ITA Consumer Report Card", enabling the consumer (participant) as well as the Career Advisor the ability to check on the success of individual programs and to evaluate the economic benefit per placement by program.

The attached Program Year (PY) 2016-2017 Consumer Report Card table, dated May 25, 2017, indicates that the South Florida Workforce Investment Board generated \$258,784 of wages into the South Florida regional economy. For every dollar spent on training, SFWIB obtained a return of \$2.55. One hundred percent of training services participants completed classroom training. Of those completing training, 100 percent have obtained employment with an average wage of \$15.74. One hundred percent of the participants were placed in a training-related occupation. The net economic benefit per placement is \$23,526.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Consumer Report Card

07/01/2017 - 06/30/2018

Training Agent	Total Outcome	Number of Completions	Number of Placements	% of Placements	# of Training Related Placements	% of Total Training Related Placements	Training Expenditures			Economic Benefit		Net Economic Benefit Per Placement	Value Added per Placement
							Avg. Cost Per Participant	Total Completion Expenditures	Total Expenditure Per Placement	Average Wage	Average Economic Benefit		
New Horizons	4	4	4	100.00 %	4	100.00 %	\$ 10,000.00	\$ 40,000.00	\$ 10,000.00	\$ 14.96	\$ 31,111.60	\$ 21,111.60	\$ 2.11
Sullivan & Cogliano Training Centers, Inc. Kendall	2	2	2	100.00 %	2	100.00 %	\$ 7,814.50	\$ 15,629.00	\$ 7,814.50	\$ 11.71	\$ 24,346.40	\$ 16,531.90	\$ 2.12
The Academy -- Miami Campus	5	5	5	100.00 %	5	100.00 %	\$ 9,160.26	\$ 45,801.31	\$ 9,160.26	\$ 17.99	\$ 37,415.04	\$ 28,254.78	\$ 3.08
	11	11	11	100.00 %	11	100.00 %	\$ 9,220.94	\$ 101,430.31	\$ 9,220.94	\$ 15.74	\$ 32,746.76	\$ 23,525.83	\$ 2.55



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/17/2017

AGENDA ITEM NUMBER: 8E

AGENDA ITEM SUBJECT: MODIFICATIONS TO THE BALANCED SCORECARD

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Performance Council recommends to the Board the approval to make the following Process and Outcome Measure changes to the Balanced Scorecard, as set forth below.

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

STRATEGIC PROJECT: **Improve service delivery outcomes**

BACKGROUND:

The region's Balanced Scorecard is a tool that is used to measure and monitor the daily performance of the contracted service providers for the current program year. The tool is a combination of performance and process measures. The proposed modifications will include a standard that will be viewed from two vantage points, increasing the tool's total number of measures from 19 to 21.

SFWIB staff recommends the following changes to the Balanced Scorecard:

1. Employment Retention Follow Up: This measure will indicate the percentage of participants who obtain employment, exited the system and are either still employed or earned wages in the quarters following their exit from the system. The state measures the benchmarks at the second and fourth quarter as depicted on the Balance Scorecard; however, SFWIB staff will monitor the measure on a continuous basis.

Continuous monitoring and follow up allows the service provider to track employer retention rates, update information on the gainfully employed, and re-engage job seekers in need of additional services.

The new measure will also provide an indicator when a process may need to be adjusted in order to ensure Workforce Development Area 23 meets the State mandated requirements.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

CSSF Balanced Scorecard

Report Date: 7/1/2017 To 7/17/2017

Regional

Performance

	Process Quality Measures	Standard
1	Training Completion Rate	70%
2	Training Completion Placement Rate	70%
3	Training Related Placements	70%
4	Number of Training Enrollments	108
5	CAP Participation Rate	50%
6	CAP Entered Employment Rate	40%
7	WP Entered Employment Rate	50%
8	Short-Term Veterans EER	50%
9	WIOA Adult & Dislocated Worker EER	98%
10	Employers Served	981
11	Employer Services (Level 1)	624
12	Jobs Openings Filled Rate	65%
13	Referral Job Skills Match Average	80%
Outcome Measures		
14	Employment (Obtained and Direct)	5,016
15	Employed 2nd Qtr After Exit	90%
16	Employed 4th Qtr After Exit	90%
17	Average Days to Employment	145
	17a DJP Average Days to Employment	60
	17b Obtained Average Days to Employment	167
18	Employment Average Wage	\$14.58
19	Cost Per Placement	\$566.18
20	Net Economic Benefit	\$29,177.02
21	Return on the Investment	\$51.53