



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
Thursday, December 14, 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. August 17, 2017
 - b. October 19, 2017
3. Chairman's Report
4. Executive Director's Report
 - a. Executive Director Update
 - b. Department of Economic Opportunity Annual Board Update
5. SFWIB October 19, 2017 Board Meeting Agenda Packet (Consent Agenda Items)
 - a. Recommendation as to Approval to Accept Department of Children and Families Refugee Employment and Training Program Funds
 - b. Recommendation as to Approval to Allocate Department of Children and Families Employment and Training Program funds to Refugee Service Providers
 - c. Recommendation as to Approval of SFWIB to provide direct Employment & Training Services
 - d. Recommendation as to Approval Accept National Emergency Grant (NEG) Funds and Award NEG Funds
 - e. Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Supplemental Nutrition Assistance Program Funds
 - f. Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Trade Adjustment Assistance Funds
 - g. Recommendation as to Approval of a Workforce Services – Special Population Contractor

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

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

6. Executive Committee
 - a. Recommendation as to Approval of SFWIB to provide direct Employment & Training Services
 - b. Recommendation as to Approval of Related Party Training Vendor Agreements
7. Finance and Efficiency Council
 - a. Information - Financial Report - October 2017
 - b. Recommendation as to Approval to Accept the Fiscal Year 2016-2017 Audit Reports
 - c. Recommendation as to Approval to Allocation WIOA Adult and Dislocated funding for WIOA Retention Payments.
8. Global Talent and Competitiveness Council
 - a. Recommendation as to Approval to Allocate Funds for a Mobile Workforce Assistance Center to expand workforce services
 - b. Recommendation as to Approval to Allocate Funds to The LaunchCode Foundation, Inc. for Information Technology Immersive CodeCamp Training
 - c. Recommendation as to Approval to Allocate funds to Miami-Dade College for the Future Banker's Training Program
 - d. Recommendation as to Approval of New Programs for Existing Training Vendors
 - e. Recommendation as to Approval to Allocate Funds to Miami Dade College for Hospitality Certification and Employment Training
9. Performance Council
 - a. Information - Referral to Placement Report – Distinct Referrals
 - b. Information - Service Provider Staff Productivity Analysis
 - c. Information - Consumer Report Card
 - d. Information – System Review of Exiting Wagner-Peyser (WP) Participants

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2B

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: December 14, 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. Piedra, Obdulio, <i>Former SFWIB Chairman</i> 2. Brecheisen Bruce 3. Brown, Clarence 4. Chi, Joe 5. Clayton, Lovey 6. Datorre, Roberto 7. del Valle, Juan- Carlos 8. Ferradaz, Gilda 9. Gazitua, Luis 10. Gibson, Charles 11. Maxwell, Michelle 12. Roth, Thomas 	<ol style="list-style-type: none"> 13. Bridges, Jeff <i>SFWIB Chairman</i> 14. Perez, Andre, <i>Vice Chairman</i> 15. Adrover, Bernardo 16. Baldwin, Cheryl 17. Davis-Raiford, Lucia 18. Diggs, Bill 19. Garza, Maria 20. Huston, Albert 21. Jordan, Barbara 22. Ludwig, Philipp 23. Manrique, Carlos 24. Regueiro, Maria C. 25. Rod, Denis 26. Russo, Monica 27. Scott, Kenneth 28. Thurman, Karen 29. West, Alvin 	<p>Beasley, Rick Alonso, Gus Almonte, Ivan Anderson, Frances Garcia, Christine Gilbert, David Gomez, Maria Graham, Tomara Jean-Baptiste, Antoinette Kavehershi, 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 – The <i>WOW Center</i></p> <p>Costas, Jorge – <i>Youth Co-Op, Inc.</i></p> <p>Farinas, Irene – <i>Adults Mankind Organization, Inc.</i></p> <p>Felipe, Daniel – <i>Cuban American National Council, Inc.</i></p> <p>Girnun, Arnie – <i>Private Sector & CareerSource Florida State Board</i></p> <p>Lopez, Sonia - <i>Cuban American National Council, Inc. (CNC)</i></p>	<p>Mendez, Jessica – <i>Community Coalition Inc.</i></p> <p>Rodriguez, Maria – <i>Youth Co-Op, Inc.</i></p> <p>Somellian, Ana – <i>Adults Mankind Organization, Inc.</i></p>	

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

1. Call to Order and Introductions

Former SFWIB Chairman, Obdulio Piedra called the meeting to order at 10:01a.m, on behalf of absent Chair and Vice-Chairman Jeff Bridges and Andy Perez. He began with introductions and noted that a quorum of members present had not been achieved.

2.a. Approval of SFWIB Meeting Minutes of August 17, 2017

Mr. Andy Perez moved the approval of SFWIB Meeting Minutes. Motion seconded by Ms. Maria Garza; Motion Passed Unanimously

3 Chairman’s Report

A special presentation had been made by Chairman Bridges to Future Bankers Camp representatives celebrating 10 years of partnership with CareerSource South Florida.

Testimonial Speech had also been given by Future Bankers graduate, Mr. Bruce Matello.

Chairman Bridges thanked Mr. Matello for his testimonial speech.

Vice-Chairman Perez presented the awards.

A special award had been presented to Connie Laguna of Future Bankers program. Ms. Laguna thanked the SFWIB Board, staff and partners. Mr. Piedra also thanked Ms. Laguna for her great work.

Mr. Chi thanked Mr. Piedra for having a wealth of experience in the banking industry, the Board, and Executive Director Rick Beasley. He furthermore discussed the importance of the three pillars in Miami-Dade County which are (1) Real Estate, (2) International Trade, and (3) Tourism. He additionally discussed a fourth pillar called the Banking Industry which is the second largest industry in the United States after Europe and Wall Street.

Mr. Manrique also shared his acknowledgments.

4. Executive Director's Report

4.a. Executive Director's Update

SFWIB Former Chairman Obdulio Piedra introduced the item and SFWIB Executive Director Rick Beasley further presented his report and each member received a copy. The report contained information on: (1) STATE – Hurricane Irma Legislative Update; (2) STATE – Businesses Hurricane Recovery Roundtables; (3) LOCAL – Hurricane Business Recovery Assistance Workshops; and (4) STATE – Florida Legislative Bills of Interest

He additionally provided an update on Hurricane Irma disaster relief effort in the Florida Keys.

Mr. Piedra provided his comments and gratitude on Mr. Beasley's effort in the Keys.

Ms. Maxwell shared her gratitude to Rick Beasley by stating he has been doing such an "amazing" job in the Keys diligently meeting with elected officials in the to help restore employment and training services there. Mr. Beasley shared his comments and provided an update on the current conditions in the Keys.

5. Executive Committee

5a. Information – U.S. Department of Labor Office of Inspector General Audit Results SFWIB

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

SFWIB Finance Assistant Director Gus Alonso briefly presented as well.

No further questions or discussions.

5.b. Information – CSSF Supply/Demand Matrix Update

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Request to Speak had been heard:

CareerSource South Florida WIOA Client/Applicant Nicole Betty appeared before the Board and shared the following concerns:

- Request for an approved Aviation Training program added to Training Vendor List

- Add innovative/ specialty career fields (pilot to be one of them) more high wage occupations

Mr. Gibson thanked Ms. Nicole Betty for sharing her concerns.

Mr. Chi requested staff reach out to Miami Dade College regarding their current aviation program where they train pilots from China. Mr. Beasley advised that staff has reached out to Miami Dade College Aviation Program.

Former Chairman Piedra also noted that staff reached out to the Beacon Council regarding a Boeing program.

There was continued discussion.

Mr. Clayton asked whether if Miami Dade College is the only school that offers training in Piloting program. Mr. Piedra responded Florida Memorial University also has a similar program.

5.c. Recommendation as to Approval to Accept Department of Children and Families Refugee Employment and Training Program Update

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present.

5. d. Recommendation as to Approval to Allocate Department of Children and Families Refugee Employment and Training Program Funds

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present

5. e. Recommendation as to Approval of SFWIB to Provide direct Employment & Training Services

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present

5.f. Recommendation as to Approval to Accept National Emergency Grant (NEG) Funds and Award NEG Funds

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present

There was continued discussion.

Mr. Chi shared with the Council of efforts made by local elected officials regarding Emergency grant funds.

There was continued discussion.

- 6.b. Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Supplemental Nutrition Assistance Program Funds**
Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present

- 6c. Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Trade Adjustment Assistance Funds**

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present

- 7b. Recommendation as to Approval of a Workforce Services – Special Population Contractor**

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

Item moved by consensus of the members present

6. Finance and Efficiency Council Meeting

6.a. Information – Financial Report – August 2017

Budget Adjustments:

Revenues: One Revenue Adjustment

Expenses: Other Programs and Contracts increased by same amount

Explanation of Significant Variances:

1. Revenues are 72.2% versus 100%
2. Adult Programs – 69.8% versus 100%
3. Refugee Services – 73.4% versus 100%
4. Youth Programs – 78.6% versus 100%
5. Facility Costs – 67.4% versus 100%
6. Training and Support Services 60.3% versus 100%
7. Other Programs and Contracts 67.9% versus 100%

7. Global Talent Competitiveness Council

- 7a. Information – Miami-Dade County Public Schools Summer Youth Internship Program**
Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented.

He commended Assistant County Attorney Shanika Graves for being proactive in coordinating the key partners for this initiative. Mr. Piedra congratulated Mr. Beasley and staff.

No further questions or discussions.

8. Performance Council

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

8b. Information – Workforce Services Program Year 2016-17 Recap

8c. Information – Direct Placement Analysis Update

8d. Information – Referral to Placement Report

Former Chairman Obdulio Piedra introduced the item and Mr. Beasley further presented the above items.

SFWIB Adults Program Supervisor Robert Smith briefly presented.

No further questions or discussions.

Mr. Beasley current updates.

There being no further business to come before the Board, the meeting adjourned at 11:02am.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

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		<p>Assistant County Attorney (s)</p> <p>Shanika Graves - Miami-Dade County Attorney's office – SFWIB's Legal Counsel</p>

OTHER ATTENDEES	
<p>Amaro, Kristy – <i>Mercantil</i></p> <p>Brito, Hilma – <i>ARBOR E& T Rescare, Inc.</i></p> <p>Bordoba, Manny – <i>SER Jobs for Progress, Inc.</i></p> <p>Bruce, Matteo – <i>Unknown</i></p> <p>Buithigo, Jessica – <i>Cuban National Council, Inc.</i></p> <p>Bustillo, Steven – <i>Grove Bank & Trust</i></p> <p>Collazo, Janet – <i>Cuban American National Council, Inc. (CNC)</i></p> <p>Diaz, Heidi – <i>Continental National Bank</i></p> <p>Dunn, Davena – <i>Jet Stream FCU</i></p> <p>Fano, Shelly – <i>Miami Dade College</i></p> <p>Farinas, Irene – <i>Adults Mankind Organization, Inc.</i></p> <p>Felipe, Daniel – <i>Cuban American National Council, Inc.</i></p> <p>Gomez, Rosario – <i>SER Jobs for Progress, Inc.</i></p> <p>Juncosa, Maria – <i>BCO Pichincha Miami</i></p> <p>Lopez, Sonia - <i>Cuban American National Council, Inc. (CNC)</i></p> <p>Mauam, Yoni – <i>Ocean Bank</i></p>	<p>Morris, Carmen – <i>Comm. Xavier Suarez</i></p> <p>Iglesias, Abel – <i>Professional Bank</i></p> <p>Ishua, A. – <i>Grove Bank Trust</i></p> <p>Iturrualdo, Yanetsy – <i>International Finance Bank</i></p> <p>Munoz, Edith – <i>International Finance Bank</i></p> <p>Nunez, Yvannova – <i>Banesco</i></p> <p>Rey Wilson, Lourdes – <i>Total Bank</i></p> <p>Rodriguez, Maria – <i>Youth Co-Op, Inc.</i></p> <p>Ross, Jackie – <i>Biscayne Bank</i></p> <p>Schleiden, David – <i>Miami-Dade County Public Schools</i></p> <p>Somellian, Elsa – <i>Community Coalition Inc.</i></p> <p>Taylor, Kelvin – <i>Cuban National Council, Inc.</i></p>

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

Mr. Andy Perez moved the approval of SFWIB Meeting Minutes. Motion seconded by Ms. Maria Garza; **Motion Passed Unanimously**

3 Chairman's Report

A special presentation had been made by Chairman Bridges to Future Bankers Camp representatives celebrating 10 years of partnership with CareerSource South Florida.

Testimonial Speech had also been given by Future Bankers graduate, Mr. Bruce Matello.

Chairman Bridges thanked Mr. Matello for his testimonial speech.

Vice-Chairman Perez presented the awards.

A special award had been presented to Connie Laguna of Future Bankers program. Ms. Laguna thanked the SFWIB Board, staff and partners. Mr. Piedra also thanked Ms. Laguna for her great work.

Mr. Chi thanked Mr. Piedra for having a wealth of experience in the banking industry, the Board, and Executive Director Rick Beasley. He furthermore discussed the importance of the three pillars in Miami-Dade County which are (1) Real Estate, (2) International Trade, and (3) Tourism. He additionally discussed a fourth pillar called the Banking Industry which is the second largest industry in the United States after Europe and Wall Street.

Mr. Manrique also shared his acknowledgments.

5. Executive Committee

Chairman Bridges introduced the item and SFWIB Executive Director Rick Beasley discussed his report that contained information related to the following:

1. STATE – Florida Job Growth
2. STATE – CareerSource Florida Performance Funding Model
3. STATE – March Monthly Job Placement Report

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

4. LOCAL – TechHire Summer Boot Camps (Video Presentation)

[Mr. Obdulio Piedra returned]

[Dr. Denis Rod stepped out]

5. LOCAL – City of Miami Gardens Summer Youth Employment Program

5a. Recommendation as to Approval of a Contract Extension for Transition, Inc.

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

Mr. Luis Gazitua moved the approval to accept funds for the City of Homestead Summer Youth Employment Program. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

[Dr. Denis Rod returned]

[Dr. Christine Regueiro stepped out]

[Ms. Cheryl Baldwin stepped out]

[Ms. Maria Garza stepped out]

5.b. Recommendation as to Approval of Related Party Training Vendor Agreements

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

Mr. Charles Gibson moved the approval of related party training vendor agreements. Motion seconded by Mr. Bruce Brecheisen; **Motion Passed Unanimously**

5.c. Recommendation as to Approval to Eliminate and Limit Individual Training Account Funds for Microsoft Office Suite Training

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

Mr. Charles Gibson moved the approval to eliminate and limit individual training account funds for Microsoft Office Suite Training. Motion seconded by Mr. Luis Gazitua; **Further Discussion**

[Dr. Christine Regueiro returned]

[Ms. Cheryl Baldwin returned]

[Ms. Maria Garza returned]

Mr. Gazitua shared a brief comment.

Motion Passed Unanimously

5. d. Recommendation as to Approval to Allocate Funds for TechHire Summer Boot Camp Incentives

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

Mr. Charled Gibson moved the approval of above item numbers 5a, b, c, and d. Motion seconded by Mr. Obdulio Piedra; **Motion Passed Unanimously**

6. Finance and Efficiency Council Meeting

6.a. Information – Financial Report – June 2017

SFWIB Chairman Bridges introduced the item and Mr. Beasley further presented the accompanying notes to the financial report (unaudited) for the period of July 1, 2016 through June 30, 2017

Budget Adjustments:

Revenues: One Revenue Adjustment

Expenses: Other Programs and Contracts increased by same amount

Explanation of Significant Variances:

1. Revenues are 72.2% versus 100%
2. Adult Programs – 69.8% versus 100%
3. Refugee Services – 73.4% versus 100%
4. Youth Programs – 78.6% versus 100%
5. Facility Costs – 67.4% versus 100%
6. Training and Support Services 60.3% versus 100%
7. Other Programs and Contracts 67.9% versus 100%

6.b. Information – Bank Reconciliation – June 2017 and July 2017
Item removed.

6c. Recommendation as to Approval to Allocate Funds to the City of Miami for the Employ Miami-Dade Project

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

Mr. Juan Carlos del Valle moved the approval to allocate funded to the City of Miami for th Employ Miami-Dade Project. Motion seconded by Ms. Monica Russo; **Motion Passed Unanimously**

6d. Recommendation as to Approval to Allocate WIOA Adult Funds to United Way of Miami-Dade County

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

Mr. Obdulio Piedra moved the approval to allocate WIOA Adult funds to United Way of Miami Dade County; Motion seconded by Ms. Monica Russo; **Motion Passed Unanimously**

6e. Recommendation as to Approval to Allocate funds to Florida Keys Community College For Career Pathways Re-entry Hospitality Training

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

Mr. Joe Chi Moved the approval to allocate funds to Florida Keys Community Collge for Career Pathways Re-entry Hospitality Training; Motion seconded by Mr. Bruce Brecheisen; **Motion Passed Unanimously**

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

6f. Recommendation as to Approval of the 2016-2017 Budget

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

Mr. Roberto Datorre moved the approval of the 2017-2018 budget. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

[Ms. Maria Garza returned]

6g. Recommendation as to Approval to Allocate funds to Florida Keys Community College for Career Pathways Reentry Hospitality Training

SFWIB Chairman Bridges introduced and presented the item.

Mr. Charles Gibson moved the approval to allocate funds to Florida Keys Community College for Career Pathways Reentry Hospitality Training; Motion seconded by Mr. Luis Gazitua; **Motion Passed Unanimously**

[Mr. Charles Gibson left the meeting room]

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

[Ms. Cheryl Baldwin returned]

7. Global Talent Competitiveness Council

7a. Information – Subsequent Eligibility of Training Providers for Region 23

SFWIB Chairman Bridges introduced the item, GTC briefly discussed and Mr. Beasley provided further discussed.

No further questions or discussions.

7b. Recommendation as to Approval to Allocate Funds to Miami-Dade College for Culinary and Hospitality Certification Training

Chairman Bridges introduced the item. GTC Chairwoman further presented. Mr. Piedra and Mr. Beasley recognized a program participant, Ms. Andrea Higgs who appeared before the Board and gave an aspiring testimonial speech.

Mr. Obdulio Piedra moved the approval to allocate funds to Miami-Dade College for Culinary and Hospitality Certification Training; Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

[Ms. Baldwin stepped out of the meeting room]

[Mr. Carlos Manrique stepped out of the meeting room]

[Ms. Baldwin returned]

7.c. Recommendation as to Approval to Allocate Funds to Miami Dade County Public Schools for Construction Technology and Private Security Officer Training

SFWIB Chairman Bridges introduced the item and GTC Chairwoman Ferradaz further presented.

Ms. Maria Garza moved the approval to allocate funds to Miami Dade County Public Schools for Construction Technology and Private Security Officer Training. Motion seconded by Ms. Monica Russo; **Further Discussion(s):**

Mr. Roth shared his concern regarding the 70% completion 70% placement 70 training related placement requirements that must be met by CSSF training providers. He stated that although he felt this would be a great program, the entity's placement rate doesn't satisfy CSSF's current placement criteria. Therefore, he did not vote in favor of this item at today's council meeting. Mr. Beasley responded to Mr. Roth's concern. Mr. Piedra stated into record the Council's recommendation for staff to detail all exceptions that are outside of CSSF's current policies in the agenda items.

Mr. Chi recommended staff reach out to local chambers to help achieve placements. Mr. Gazitua noted that Security Guard Service Companies are hiring every day. Mr. Beasley responded that a meeting would be scheduled to further discuss.

Motion Passed; All in favor with two oppositions

[Mr. Manrique returned]

7.d. Recommendation as to Approval of New Training Vendor Program

Chairman Bridges introduced the item. Chairwoman GTC Gilda Ferradaz further presented.

Mr. Joe Chi moved the approval of new training vendor program. Motion seconded by Mr. Clarence Brown: **Motion Passed Unanimously**

7.e. Recommendation as to Approval to the Take Stock in Children Scholarship Program

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

Mr. Joe Chi moved the approval to the Take Stock in Children Scholarship Program. Motion seconded by Mr. Obdulio Piedra; **Motion Passed Unanimously**

7.f. Recommendation as to Approval to Allocate Funds to Florida Keys community College for the Career Training and Young Fatherhood Program

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

Mr. Juan Carlos del Valle moved the approval to allocate funds to Florida Keys Community College for the Career Training and Young Fatherhood Program; Motion seconded by Ms. Monica Russo; **Motion Passed Unanimously**

[Mr. Manrique stepped out of the meeting room]

7.g. Recommendation as to Approval to Allocate Funds to Miami Dade County Public Schools for a Youth Pre-Apprenticeship Career and Technical Training

GTC Chairwoman Gilda Ferradaz introduced and presented the item.

Mr. Obdulio Piedra moved the approval to allocate funds to Miami-Dade County Public Schools for a Youth Pre-Apprenticeship Career and Technical Training; Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

Vice-Chairman Perez updated the Board on his discussion at the recent Executive Committee meeting regarding implementing various types of curriculum and training programs, specifically in the field of manufacturing. He briefed the Board on Al Stimac president of Manufacturing Training Solutions efforts in implementing manufacturing programs.

[Mr. Manrique returned]

[Mr. Piedra stepped out of meeting room]

8. Performance Council

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

[Mr. Piedra returned]

Chairman Bridges introduced the item and Performance Council Chairwoman Maria Garza further presented. Mr. Beasley briefed the Board on recent modifications to common measures.

Vice-Chairman Andy Perez moved the approval to accept process and performance revisions to the Balanced Scorecard. Motion seconded by Mr. Juan Carlos del Valle; **Further Discussion(s):**

Mr. Manrique wanted to know who sets the common measures. Mr. Beasley responded the State of Florida.

There was continued discussion.

Motion Passed Unanimously

[Vice Chairman Andy Perez left the meeting room]

[Mr. Luis Gazitua left the meeting room]

[Mr. Juan Carlos del Valle left the meeting room]

[Mr. Piedra stepped out of the meeting room]

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

SFWIB Chairman Bridges introduced the item and Performance Council Chairwoman Maria Garza further discussed.

No further questions or discussions.

8b. Information – Workforce Services Regional Performance Overview

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

[Mr. Roth left the meeting room]

No further questions or discussions.

8c. Information – Youth Partners Regional Performance

SFWIB Chairman Bridges introduced the item and Performance Council Chairwoman Maria Garzia further discussed.

No further questions or discussions.

8d. Information – Consumer Report Update

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

No further questions or discussions.

There being no further business to come before the Board, the meeting adjourned at 11:02am.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

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: 12/14/2017

AGENDA ITEM NUMBER: 4A

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: 12/14/2017

AGENDA ITEM NUMBER: 4B

AGENDA ITEM SUBJECT: DEO ANNUAL PERFORMANCE PRESENTATION

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

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

BACKGROUND:

In accordance with Florida State Statute Section 445.007(3), the Department of Economic Opportunity, under the direction of CareerSource Florida, Inc., shall assign staff to meet with each regional workforce board annually to review the board's performance and to certify that the board is in compliance with applicable state and federal law.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



CareerSource South Florida Performance Overview

James Finch, *Department of Economic Opportunity*

December 14, 2017



AGENDA

- Who We Are and Why We Are Here
- Workforce Structure and Service Delivery Model
- Financial and Participant Data Overview
- Program Year 2016 – 2017
 - Program Performance
- Programmatic Monitoring and Oversight

WHO WE ARE

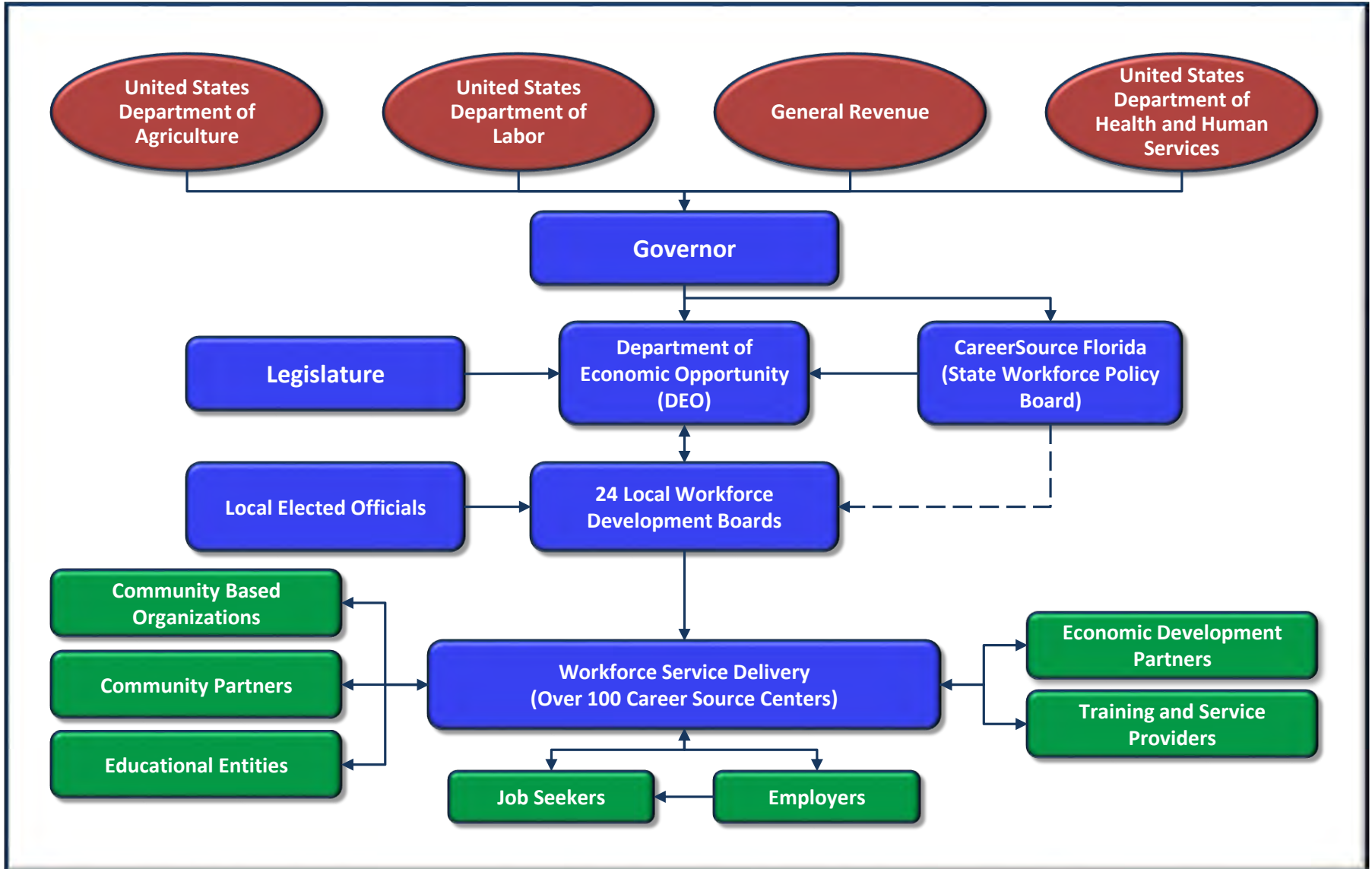


WHY WE ARE HERE

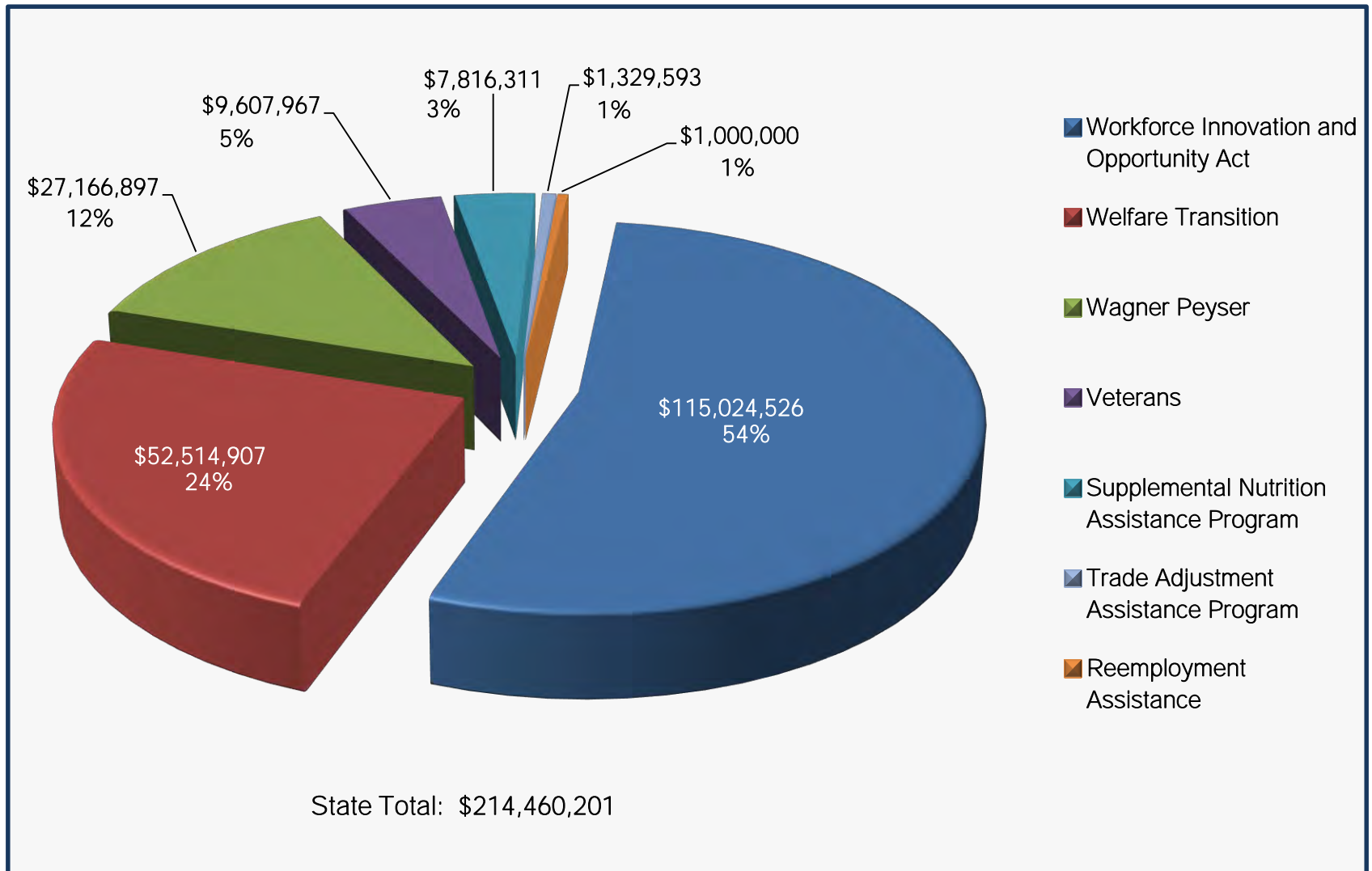
Section 445.007(3), F.S.

- The Department of Economic Opportunity, under the direction of CareerSource Florida, Inc., shall assign staff to meet with each local workforce development **board annually to review the board's performance and** to certify that the board is in compliance with applicable state and federal law.

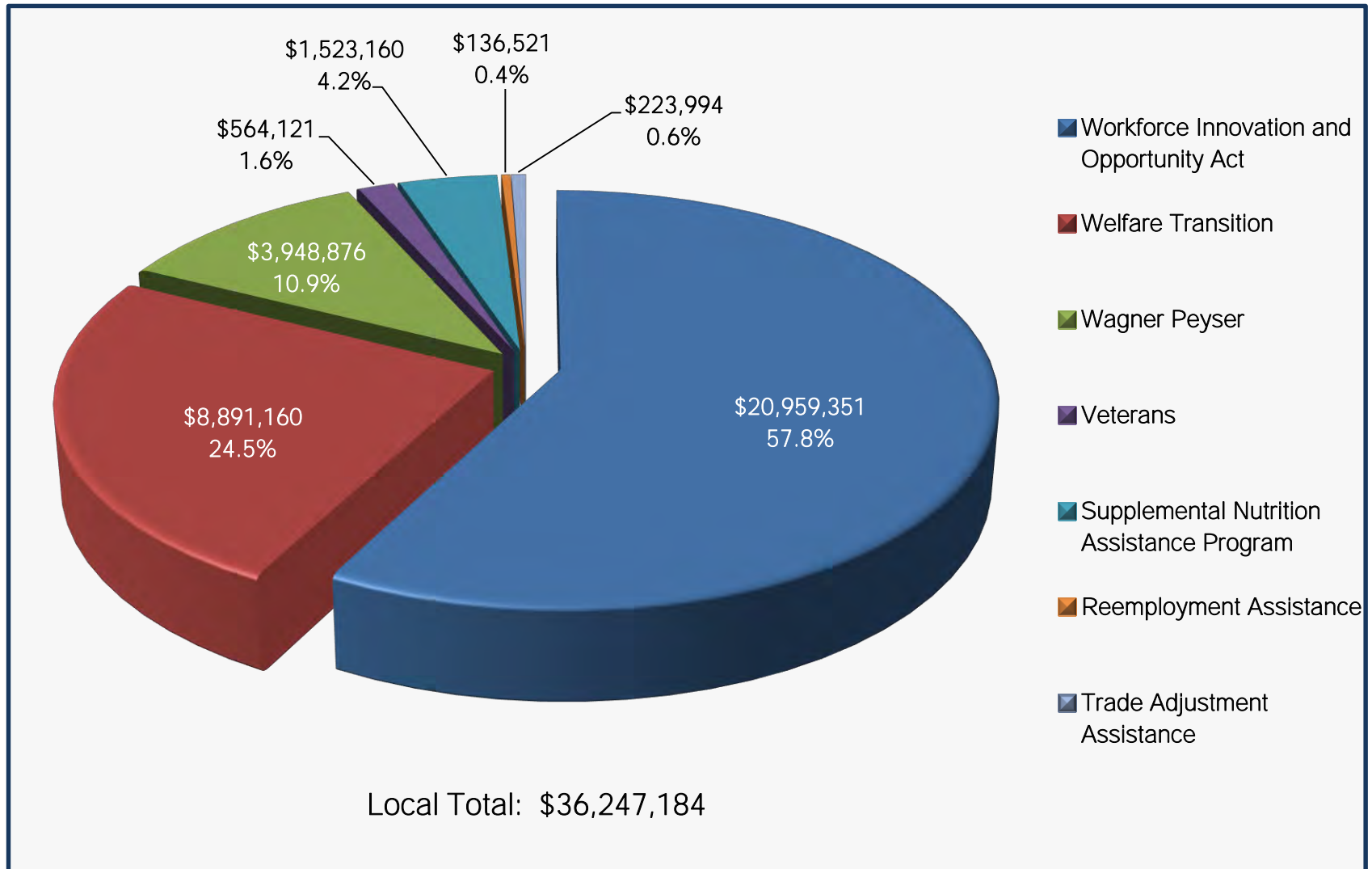
FLORIDA'S WORKFORCE SYSTEM



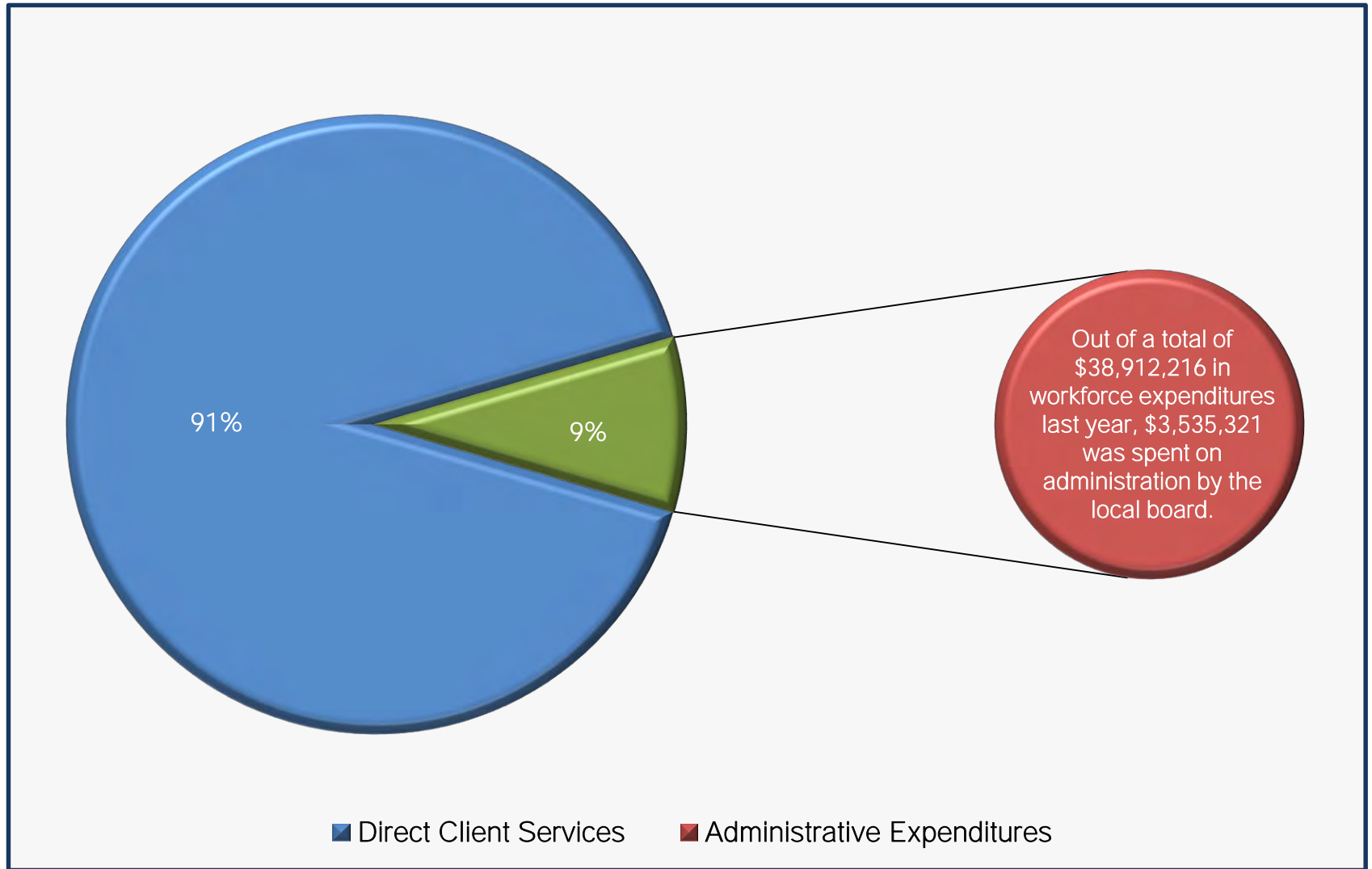
PY 2017-18 TOTAL STATEWIDE FUNDING



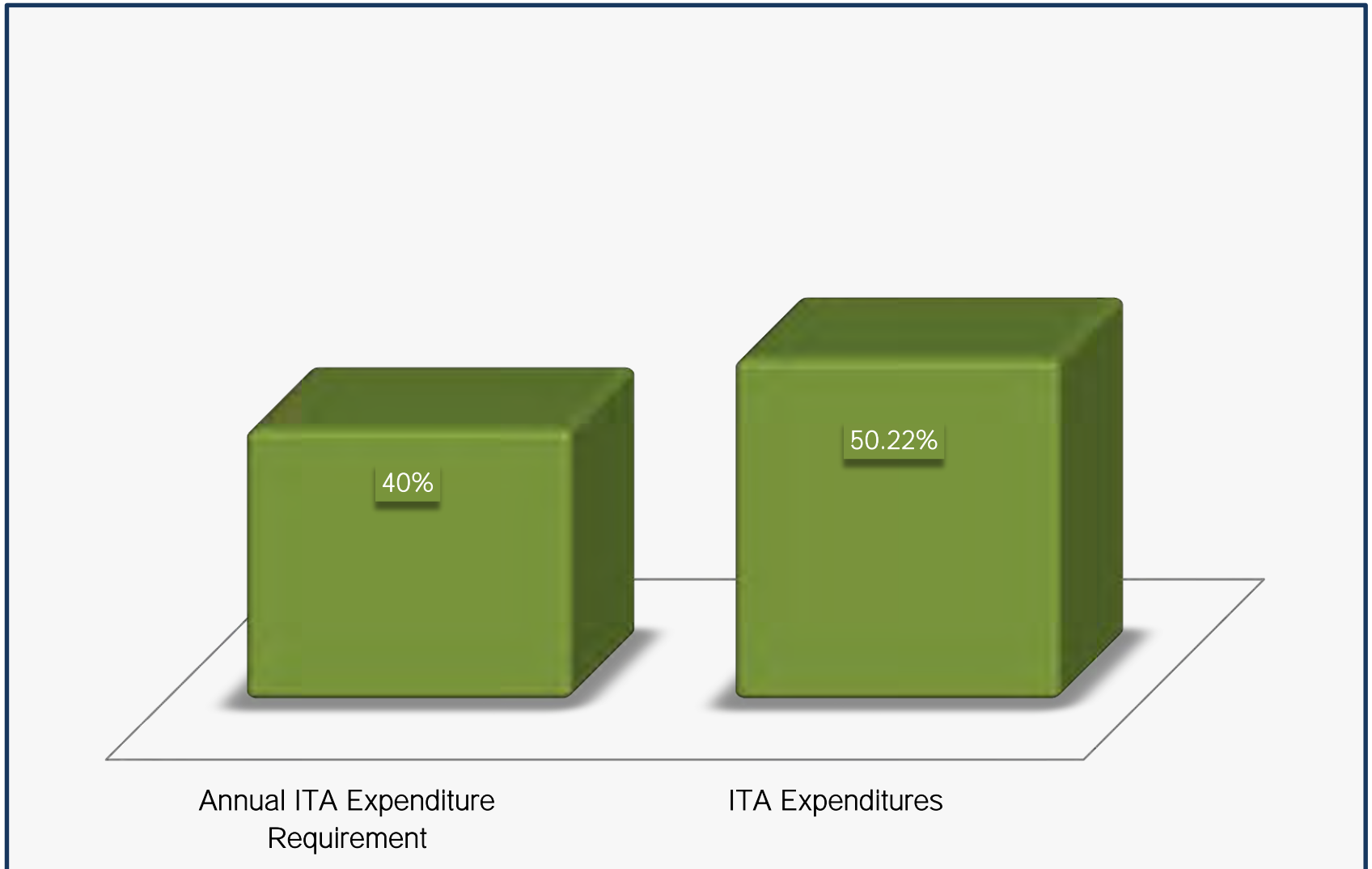
PY 2017-18 TOTAL LOCAL AMOUNT



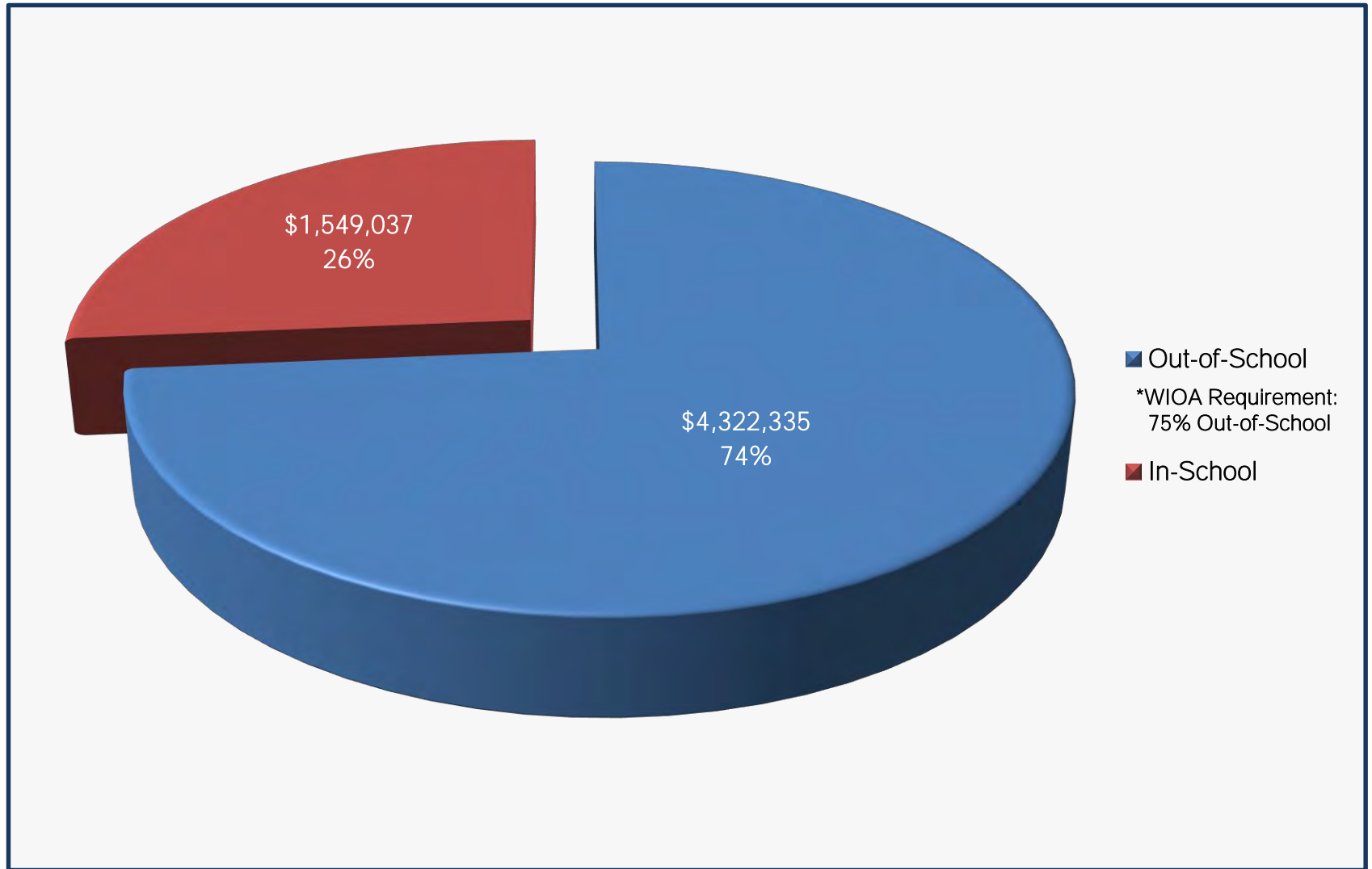
PY 2016-17 DIRECT CLIENT SERVICES & ADMINISTRATIVE EXPENDITURES



PY 2016-17 ITA EXPENDITURE REQUIREMENT



PY 2016-17 PERCENTAGE OF EXPENDITURES ON OUT-OF-SCHOOL YOUTH



COMMON MEASURES

- United States Department of Labor (USDOL) mandated report, used as an assessment tool for state workforce systems.
- Common Measures displayed consist of 3 Adult Measures, 3 Dislocated Worker Measures, 2 Youth Measures and 3 Wagner-Peyser Measures.

COMMON MEASURES

2016 - 2017 FLORIDA WORKFORCE COMMON MEASURES – LWDA 23 PERFORMANCE

PY 2016-2017: July 1, 2016 – June 30, 2017 Outcomes

Common Measures	Performance PY 2016-2017	PY 2016-2017 Performance Goals	% of PY 2016-2017 Performance Goal Met	PY 2017-2018 Negotiated Goals	Potential % of PY 2017-18 Goal Met (Based on current performance)
Adults:					
1 Employed 2 nd Quarter After Exit	70.21%	86.00%	81.64%	89.00%	78.89%
2 Employed 4 th Quarter After Exit	68.58%	82.00%	83.63%	85.00%	80.68%
3 Median Wage 2 nd Quarter After Exit	\$5,719.00	\$7,550.00	75.75%	\$7,850.00	72.85%
Dislocated Workers:					
4 Employed 2 nd Quarter After Exit	62.58%	80.00%	78.22%	83.00%	75.40%
5 Employed 4 th Quarter After Exit	62.55%	76.00%	82.30%	79.00%	79.18%
6 Median Wage 2 nd Quarter After Exit	\$8,221.00	\$6,550.00	125.51%	\$6,850.00	120.01%
Youth Common Measures:					
7 Employed 2 nd Quarter After Exit	73.79%	73.00%	101.08%	76.00%	97.09%
8 Employed 4 th Quarter After Exit	71.50%	66.00%	108.33%	69.00%	103.62%
Wagner-Peyser:					
9 Employed 2 nd Quarter After Exit	65.04%	61.00%	106.62%	64.00%	101.62%
10 Employed 4 th Quarter After Exit	64.47%	63.00%	102.34%	66.00%	97.68%
11 Median Wage 2 nd Quarter After Exit	\$6,199.00	\$4,550.00	136.24%	\$4,850.00	127.81%

Not Met (less than 90% of negotiated)

Met (90-100% of negotiated)

Exceeded (greater than 100% of negotiated)

PROGRAMMATIC MONITORING & OVERSIGHT

- Federal law requires the state to develop an oversight system to monitor all workforce programs receiving federal funds.
- DEO, in consultation with CareerSource Florida (CSF), annually develops and implements a process for monitoring LWDAs. Corrective Action Plans to address all findings are required.
- Programmatic and performance monitoring is completed annually.

PY 2016-17 SUMMARY OF LOCAL FINDINGS

Program	PY 2015-16 Findings	PY 2016-17 Findings
Welfare Transition	1	1
Wagner-Peyser (RESEA, MSFW, Career Center Credentialing, MIS)	3	4
Supplemental Nutrition Assistance Program – Employment and Training	1	1
WIOA Adult/ Dislocated/ Worker/ Youth	2	1
Trade Adjustment Act	N/A	0
TOTAL FINDINGS	7	7

QUESTIONS



ADDITIONAL INFORMATION

For more information, please contact:

James Finch

Florida Department of Economic Opportunity

One-Stop and Program Support

(850) 245-7485

James.Finch@deo.myflorida.com



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5A

AGENDA ITEM SUBJECT: ACCEPTANCE OF DEPARTMENT OF CHILDREN AND FAMILIES REFUGEE EMPLOYMENT AND TRAINING PROGRAM FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the approval to accept \$10,000,000 in Refugee Employment and Training Program funds from the Department of Children and Families, as set forth below.

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

STRATEGIC PROJECT: **Maximizing collaborative partnerships**

BACKGROUND:

At its June 15, 2017 meeting, the Board approved the fiscal year 2017-2018 SFWIB budget, which included an allocation of \$16,016,816 in Refugee Employment and Training Program (RETP) funds. On August 9, 2017, the South Florida Workforce Investment Board (SFWIB) received notification from the Department of Children and Families (DCF) that the RETP funding level for program year 2017-2018 will be reduced to \$10,000,000. The reduction is the result of a decrease in federal funding to the State of Florida.

As a result of the reduction, the 2017-2018 SFWIB budget will need to be adjusted to decrease the amounts earmarked for Headquarter expenditures and Refugee Service Provider allocations.

Staff recommends to the Executive Committee to recommend to the Board to accept the funding award and adjust the 2017-2018 budget accordingly.

FUNDING: Department of Children and Families Refugee Employment and Training Program

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5B

AGENDA ITEM SUBJECT: APPROVAL TO ALLOCATE FUNDS TO REFUGEE PROVIDERS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the approval to allocate \$10,000,000 in Refugee Employment and Training Program funds to the existing Refugee Service Providers, as set forth below.

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

STRATEGIC PROJECT: **Maximizing collaborative partnerships**

BACKGROUND:

At its June 15, 2017 meeting, the Board approved the fiscal year 2017-2018 SFWIB budget, which included an allocation of \$16,016,816 in Refugee Employment and Training Program (RETP) funds. The Department of Children and Families (DCF) notified the South Florida Workforce Investment Board (SFWIB) that the funding level for program year 2017-2018 is \$10,000,000.

The attached document outlines the relevant allocations to the existing RETP Service Providers.

FUNDING: Refugee Employment and Training Program

PERFORMANCE: N/A

ATTACHMENT

**REFUGEE EMPLOYMENT PROGRAM
PROVIDER ALLOCATIONS**

(Oct 2017 to Sept 2018)

	Allocations
	Amounts
Adults Mankind Organization, Inc.	\$ 1,713,066
Arbor E & T, LLC	\$ 850,648
Cuban American National Council, Inc.	\$ 833,963
Community Coalition, Inc.	\$ 735,974
Lutheran Services of Florida, Inc.	\$ 2,097,047
Miami Beach Latin Chamber of Commerce, Inc	\$ 235,442
Youth Co-Op, Inc.	\$ 2,544,530
Total Provider Costs	\$ 9,010,670
SFWIB HQ (Includes Surplus)	\$ 989,330
Total	\$ 10,000,000



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5C

AGENDA ITEM SUBJECT: THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD TO PROVIDE EMPLOYMENT & TRAINING SERVICES IN FOUR CAREERSOURCE CENTERS PREVIOUSLY OPERATED BY UNITED MIGRANT OPPORTUNITY SERVICES/UMOS INC. (UMOS)

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the approval for the South Florida Workforce Investment Board staff to provide employment and training services as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The SFWIB released a Request for Proposal (RFP) for Program Year 2017-2018 to solicit proposals from qualified organizations interested in, and capable of providing workforce services within Workforce Development Area (WDA) 23. On July 1, 2017, United Migrant Opportunity Services Inc. (UMOS) was awarded a Workforce Services contract and began operating four (4) CareerSource locations: Carol City, Opa-Locka, Key Lago, and Key West.

On September 5, 2017, UMOS notified the SFWIB of its decision not to execute the contract and withdrew all participation in the WDA 23 effective as of September 8, 2017. The notification not to execute the contract was received by the SFWIB three days prior to the arrival of Hurricane Irma. On September 8, 2017, UMOS retracted the previous letter (dated September 5, 2017) that terminated the working relationship between UMOS and SFWIB. Acting in good faith, the SFWIB accepted the retraction and requested an Action Plan for Workforce Services from UMOS detailing how the organization would successfully operate the four CareerSource centers.

UMOS submitted the action plan on September 18, 2017, outlining changes to the terms and conditions of the current contract that would allow UMOS to operate beyond September 29, 2017. On September 26, 2017, SFWIB responded to UMOS's Action Plan for Workforce Services. On September 29, 2017, UMOS notified SFWIB of its decision not to execute the contract and withdrew all participation in WDA 23 effective immediately.

On October 2, 2017, SFWIB on-boarded the staff from the four affected CareerSource centers and have since provided employment and training services to the citizens within the region. In addition, SFWIB staff have submitted a request for authorization to provide direct services.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

From: Lisa Cramer
To: [Rick Beasley](#)
Subject: CareerSource South Florida-Authorization to Provide Emergency Temporary Direct Service
Date: Thursday, October 12, 2017 12:02:21 PM

Rick,

CareerSource Florida has received your request for authorization to provide emergency temporary direct services resulting from changes in services with the current provider for Career Centers - Florida Keys, Carol City and Opa-Locka. We understand the local communities served by CareerSource South Florida were severely impacted by Hurricane Irma during the month of September with many challenges relating to staffing needs and the increased demands resulting from Hurricane Irma. We understand CareerSource South Florida is expediting the competitive procurement process to select a provider for the career centers noted above and approval of this request will result in anticipated improvements to service delivery and performance outcomes. Please refer to DEO Administrative Policy FG OSPS-83 ([link below](#)) as you move forward in meeting the demands in your area:

<http://www.floridajobs.org/docs/default-source/guidance-papers/fg-83-designation-of-regional-workforce-boards-as-one-stop-operators-or-direct-providers-of-workforce-services08d4ffa3cbbb61cbb02aff00004f56df>

On behalf of CareerSource Florida, approval is granted for CareerSource South Florida to provide temporary direct services (other than training) for the period of October 2 -- December 31, 2017.

Michelle

Michelle Dennard
President/CEO
CareerSource Florida
PO Box 13179
Tallahassee, FL 32317
phone/fax (850) 564-7737
careersourceflorida.com



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5D

AGENDA ITEM SUBJECT: ACCEPTENCE OF NATIONAL EMERGENCY GRANT (NEG) FUNDS AND AWARD NEG FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the following items:

(1) To a approval to accept up to \$37,215,712 in National Emergency Grant (NEG) funds from the United States Department of Labor and approve SFWIB staff allocating funds based NEG request as set forth in the attachment;

(2) To accept an intitial release of \$4,571,292 in National Emergency Grant (NEG) funds and award funds to governmental entities within Miami-Dade and Monroe Counties in the order in which the requests are received, as set forth in the attachment.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Seek excellence in customer service**

BACKGROUND:

On September 9, 2017, Local Workforce Are 23 was severly affected by hurricane Irma. In repsonse to the devastation of this storm the Federal Department of Emergency Management declared a Major Disaster Decloration on September 10, 2017 and subsequently the Department of Labor awarded a National Emergency Grant to Miami-Dade and Monroe counties.

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

SFWIB staff has contacted numerous municipalities in Miami-Dade and Monroe counties and solicited their requests for funding assistance in Hurricane Irma's clean-up, humanitarian and restoration activities. The municipalities have requested \$37,215,712 in funding assistance, as set forth in the attachment. SFWIB staff is in negotiations with the municipalities and is recommending the following funding awards. The attached document outlines the NEG funding request by governmental entity.

FUNDING: N / A

PERFORMANCE: N / A

ATTACHMENT

Municipality	# of NEG Positions	Duration of Project	Wage Rate	# of Career Specialist	# of Work Hrs	PROGRAM COST				PROVIDER ADMIN. COST	CSSF Indirect Cost	TOTALS
						Participant Cost	Staffing Company Rate - 36%	Program Staff Cost	Program Supply Cost			
City of Opa Locka	75	8	\$ 15.91	2.0	320	\$ 381,840	\$ -	\$ 44,580	\$ 28,977	\$ 45,540	\$ 56,738	\$ 557,675
City of Miami Beach	35	6	\$ 15.91	1.0	240	\$ 133,644	\$ -	\$ 22,290	\$ 14,489	\$ 17,042	\$ 22,125	\$ 209,589
City of Miami	100	13	\$ 15.91	2.0	520	\$ 827,320	\$ -	\$ 44,580	\$ 28,977	\$ 90,088	\$ 118,865	\$ 1,109,829
City of North Miami Beach	100	6	\$ 15.91	2.0	240	\$ 381,840	\$ -	\$ 44,580	\$ 28,977	\$ 45,540	\$ 56,738	\$ 557,675
City of North Miami	25	8	\$ 15.91	1.0	320	\$ 127,280	\$ -	\$ 22,290	\$ 14,489	\$ 16,406	\$ 21,237	\$ 201,701
City of Homestead	25	6	\$ 15.91	1.0	240	\$ 95,460	\$ -	\$ 22,290	\$ 14,489	\$ 13,224	\$ 16,799	\$ 162,262
City of Miami Gardens	50	6	\$ 15.91	1.0	240	\$ 190,920	\$ -	\$ 22,290	\$ 14,489	\$ 22,770	\$ 30,112	\$ 280,581
City of Florida City	50	8	\$ 15.91	1.0	320	\$ 254,560	\$ -	\$ 22,290	\$ 14,489	\$ 29,134	\$ 38,988	\$ 359,460
City of Hialeah	50	8	\$ 15.91	1.0	320	\$ 254,560	\$ -	\$ 22,290	\$ 14,489	\$ 29,134	\$ 38,988	\$ 359,460
MDC - CAHSD	50	8	\$ 15.91	1.0	320	\$ 254,560	\$ -	\$ 22,290	\$ 14,489	\$ 29,134	\$ 38,988	\$ 359,460
Monroe County	500	52	\$ 17.00	10.0	2,080	\$ 17,680,000	\$ 6,364,800	\$ 445,800	\$ 750,000	\$ 119,580	\$ 2,469,144	\$ 27,829,324
Miami-Dade County	100	52	\$ 15.91	2.0	2,080	\$ 3,309,280	\$ 1,191,341	\$ 89,160	\$ 150,000	\$ 23,916	\$ 465,000	\$ 5,228,696
TOTALS	1,160	181	\$ 16.00	25.0	7,240	\$ 23,891,264	\$ 7,556,141	\$ 824,730	\$ 1,088,351	\$ 481,506	\$ 3,373,720	\$ 37,215,712



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5E

AGENDA ITEM SUBJECT: ACCEPTANCE OF SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to accept \$242,461 in additional Supplemental Nutrition Assistance Program funds from the State of Florida Department of Economic Opportunity, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its June 15, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the fiscal year 2017-2018 budget. The approved budget included an estimated \$1,045,000 in Supplemental Nutrition Assistance Program (SNAP) funds.

On September 13, 2017, the SFWIB received a Notice of Funding Availability from the State of Florida Department of Economic Opportunity (DEO) for additional SNAP funds in the amount of \$242,461.

Use of the funds must be consistent with the program year 2017 Supplemental Nutrition Assistance Program, and the State Employment and Training Plan between United States Department of Agriculture and the DEO.

FUNDING: Supplemental Nutrition Assistance Program

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5F

AGENDA ITEM SUBJECT: ACCEPTANCE OF TRADE ADJUSTMENT ASSISTANCE FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to accept \$14,735 in additional Trade Adjustment Assistance funds from the State of Florida Department of Economic Opportunity, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its June 15, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the fiscal year 2017-2018 budget. The approved budget included an estimated \$ 7,015.00 in Trade Adjustment Assistance (TAA) funds.

On September 27, 2017, the SFWIB received a Notice of Funding Availability from the State of Florida Department of Economic Opportunity (DEO) for additional TAA funds in the amount of \$14,735.

Use of the funds must be consistent with the program year 2016 Trade Adjustment Assistance Annual Cooperative Agreement between United States Department of Labor and the DEO

FUNDING: Trade Adjustment Assistance

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 5G

AGENDA ITEM SUBJECT: WORKFORCE SERVICES – SPECIAL POPULATION CONTRACTOR

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board to authorize staff to negotiate a contract with the Workforce Services – Special Populations RFP respondent based on available funding, 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 authorize staff to re-release a Request for Proposals (RFP) for Workforce Services – Special Populations due to the failure of the Workforce Services RFP issued on April 28, 2017.

Staff released a Workforce Services – Special Populations RFP to the public on August 10, 2017, soliciting proposals from organizations capable of providing Workforce Services to serve special populations (i.e., ex-offender, disable, etc.) within Local Workforce Development Area 23. One organization in total responded by the prescribed deadline.

The proposal submitted was evaluated based on the criteria detailed in the RFP. A Public Review Forum was held on October 12, 2017 wherein the respondent's preliminary scores were disclosed. The attached table indicates the results of the Public Review Forum.

SFWIB staff recommends the Global Talent and Competitiveness Council to recommend to the Board the authorization for staff to negotiate a contract with the Workforce Services – Special Populations RFP respondent that have met a minimum point of 70-point threshold, and have met the due diligence and other requirements for the location requested, based on available finding.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 6A

AGENDA ITEM SUBJECT: THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD TO PROVIDE EMPLOYMENT & TRAINING SERVICES IN THREE CAREERSOURCE CENTERS PREVIOUSLY OPERATED BY CUBAN-AMERICAN NATIONAL COUNCIL (CNC)

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board the approval for the South Florida Workforce Investment Board staff to provide employment and training services as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The SFWIB released a Request for Proposal (RFP) for Program Year 2017-2018 to solicit proposals from qualified organizations interested in, and capable of providing workforce services within Workforce Development Area (WDA) 23. On July 1, 2017, Cuban-American National Council, Inc. (CNC) was awarded a Workforce Services contract and began operating three (3) CareerSource locations: North Miami Beach, Miami Beach and South Miami.

On November 8, 2017, CNC notified the SFWIB of its decision not to terminate their contract in the WDA 23 effective as of December 1, 2017. On December 4, 2017, SFWIB will on-boarded the staff from the three affected CareerSource centers and provide employment and training services to the citizens within the region. In addition, SFWIB staff have submitted a request for authorization to provide direct services.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 6B

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 Agreement with the Academy of South Florida, Inc. (the Academy) 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 Executive Committee to recommend to the Board the approval of Training Vendor Agreements with The Academy of South Florida, Inc.. In addition, SFWIB staff is requesting authorization to pay for training services rendered by the Academy.

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 the Academy of South Florida, Inc. is 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: 12/14/2017

AGENDA ITEM NUMBER: 7A

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 month of October 2017 is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 7B

AGENDA ITEM SUBJECT: FISCAL AUDIT APPROVAL

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval of the Fiscal Year 2016-2017 agency-wide Audit Reports, and the authorization to exercise the option to renew the Fiscal Auditors' contract for program year 2018-2019.

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On December 15, 2016, the South Florida Workforce Investment Board (SFWIB) approved the negotiation of a contract with Anthony Brunson P.A. for the performance of an external independent audit of the agency's financial records and reports for Fiscal Year 2016-2017.

The SFWIB Fiscal Year 2016-2017 audit was recently completed by Anthony Brunson P.A. The audit was performed pursuant to generally accepted auditing standards, government auditing standards, and the Rules of Florida's Auditor General. It included a review of internal controls as well as compliance with applicable laws and regulations. Mr. Brunson will present the audit results to the members of the committee. Major items noted in the report include:

- An unmodified opinion on the financial statements, which fairly present the financial position of CareerSource South Florida for the year ending June 30, 2017;
- No deficiencies in internal control over financial reporting;
- No instances of noncompliance or other matters that are required to be reported in accordance with Government Auditing Standards;
- No disclosure of reportable conditions in internal control, in general;
- No disclosure of reportable conditions in internal control over major federal programs;
- No disclosure of any audit findings relative to the major federal award programs which are reportable under the US OMB Circular A-133 or Chapter 10.650, Rules of the Auditor General, State of Florida;
- No findings related to the audit of federal awards or state projects in the prior fiscal year.

In accordance with the Final Guidance (AWI FG 05-019) issued by the Florida Department of Economic Opportunity on Audit and Audit Resolution, dated August 12, 2005, auditors must appear before the Board, or an appropriate committee of the Board, to explain the opinions expressed by the auditor and to discuss the significance of any audit findings, including any findings contained in the Management Letter. Copies of the audit, management letter, and any corrective action plan must be submitted to the DEO Inspector General, the State Auditor General's Office, Department of Financial Services, the Federal Audit Clearinghouse, as well as, to the Chief Elected Official for Region 23.

As stipulated in the contract with Anthony Brunson P.A., the SFWIB has the option to renew the contract for two additional years. SFWIB staff recommends that the Finance and Efficiency Council recommends to the Board to authorize staff to negotiate a one year extension of the contract for the performance of the 2017-2018 fiscal audit.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

D/B/A CAREERSOURCE SOUTH FLORIDA

AUDIT RESULTS & FINANCIAL OVERVIEW

June 30, 2017



ANTHONY BRUNSON P.A.

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

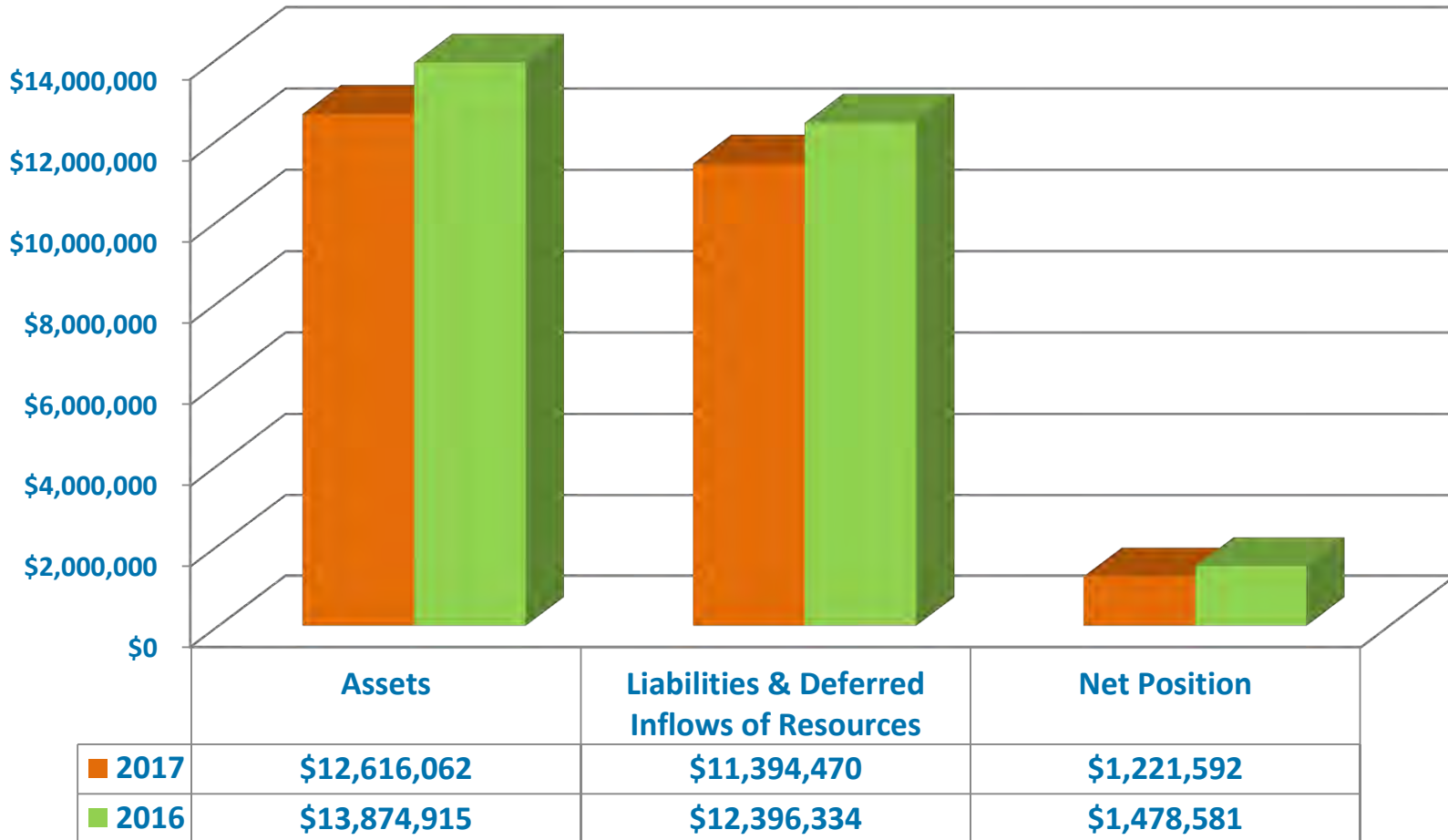
Scope of Examination

- **Audit of financial statements pursuant to Generally Accepted Auditing Standards and *Government Auditing Standards***
- **Review of internal controls governing financial operations, as well as laws and regulations**
- **Tests of compliance pursuant to the Uniform Guidance and the Department of Economic Opportunity Audit and Audit Responsibilities.**

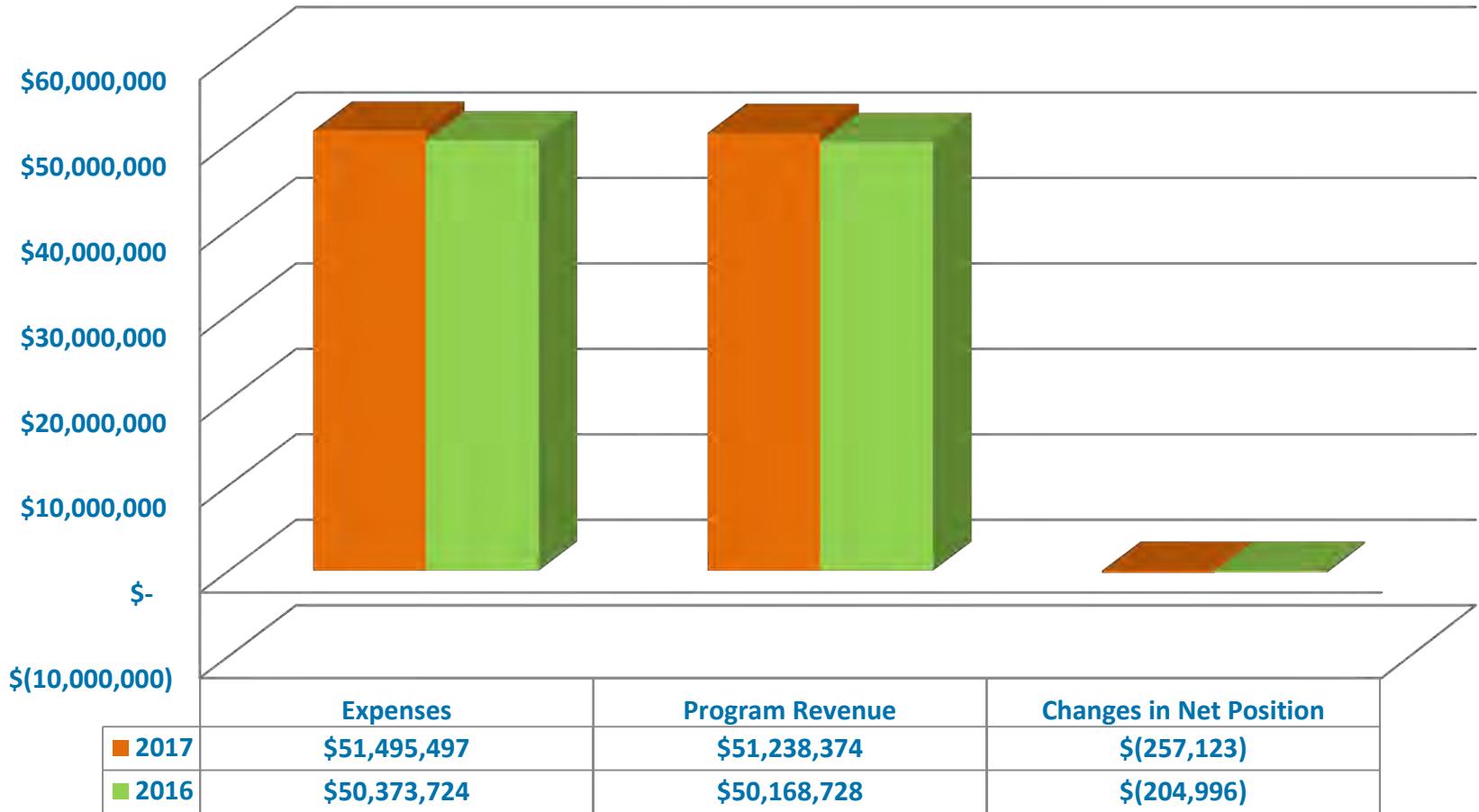
Significant Audit Results

- **Unmodified Audit Opinion on Financial Statements and the Uniform Guidance Audit**
- **No Findings on Compliance with the Uniform Guidance**
- **No Significant Weaknesses Noted in the Internal Control Systems Governing Financial Statements**

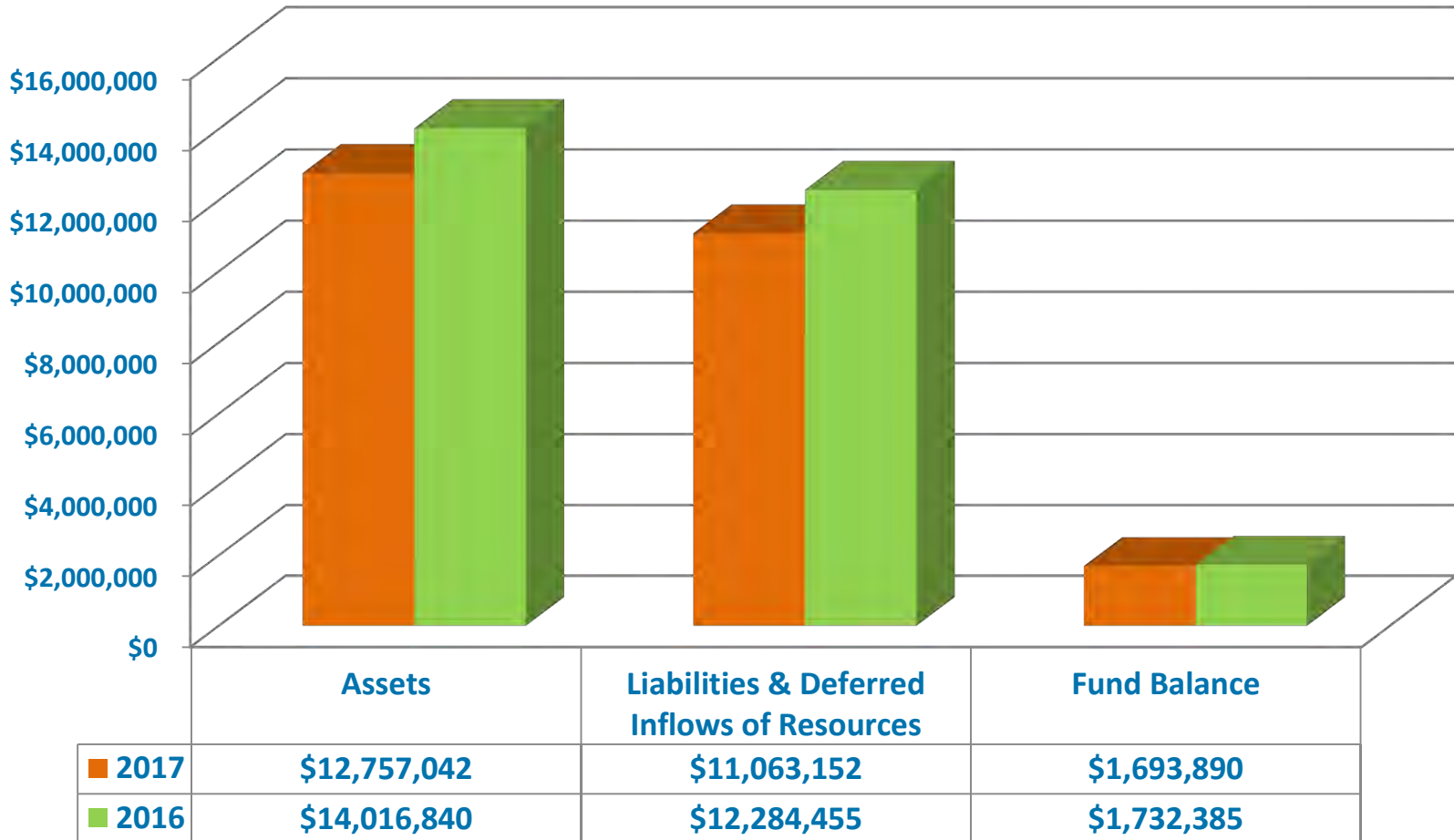
Statements of Net Position



Statements of Activities

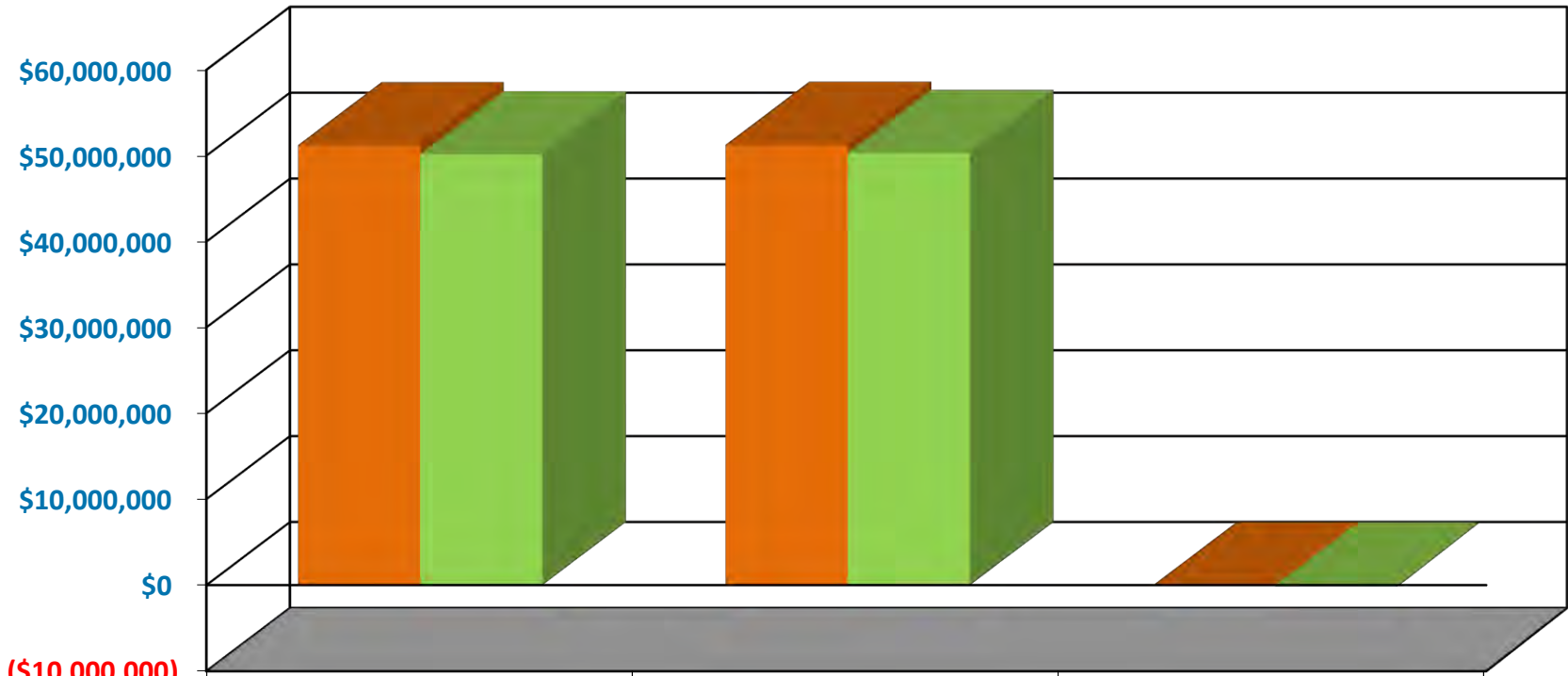


Balance Sheet – Governmental Funds



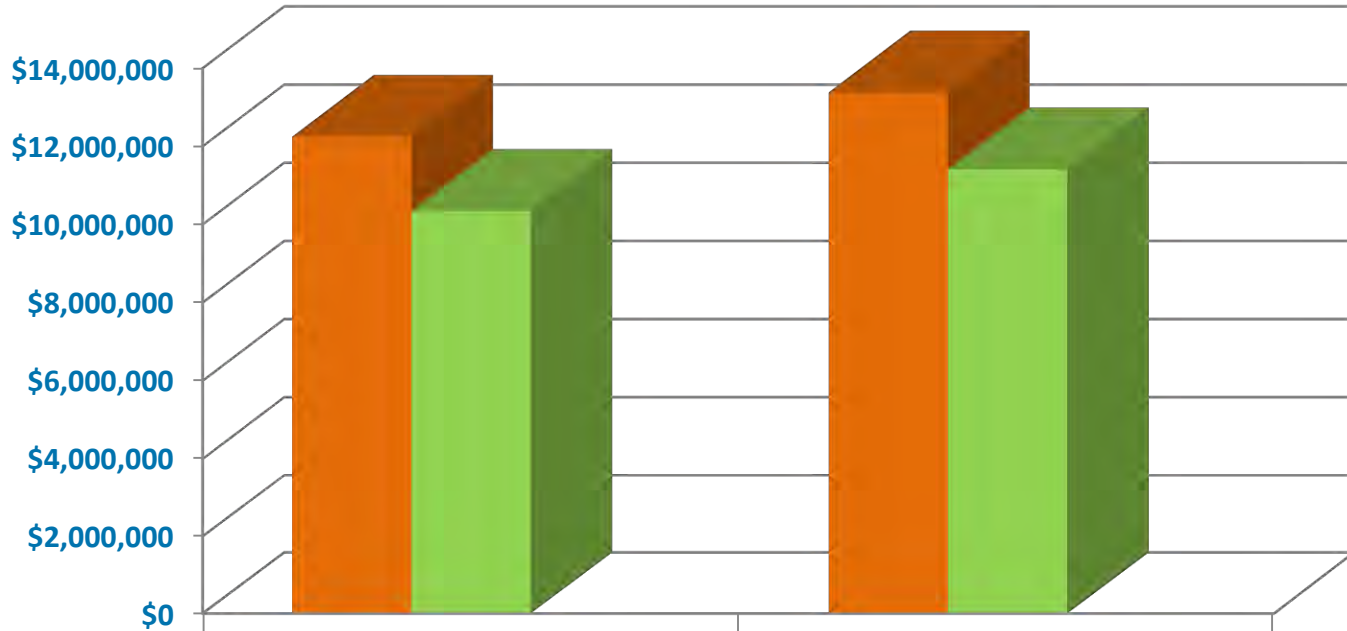


Statement of Revenues, Expenditures, and Changes in Fund Balances of the Governmental Funds



	Revenue	Expenditures	Excess (Deficit) of Revenue Over (Under) Expenditures
■ 2017	\$51,238,508	\$51,277,003	(\$38,495)
■ 2016	\$50,168,727	\$50,333,794	(\$165,067)

Current Ratios



	2017	2016
■ Current Assets	\$12,243,637	\$13,379,519
■ Current Liabilities	\$10,345,946	\$11,413,625
Ratio	\$1.18 to \$1	\$1.17 to \$1



ANTHONY BRUNSON P.A.

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA**

2017 AUDIT RESULTS AND REQUIRED COMMUNICATIONS

REPORT TO THOSE CHARGED WITH GOVERNANCE



ANTHONY BRUNSON P.A.

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

Governing Body
South Florida Workforce Investment Board
d/b/a CareerSource South Florida
7300 Corporate Center Drive Suite 500
Miami, FL 33126

Attention: Governing Body

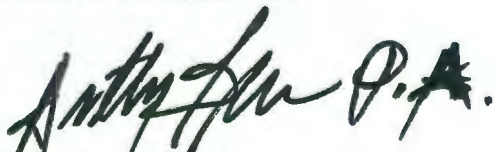
We are pleased to present this report related to our audit of the financial statements of South Florida Workforce Investment Board ("SFWIB") for the year ended June 30, 2017.

This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for **the SFWIB's** financial reporting process.

This report is intended solely for the information and use of the Board Chair and Members, and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the opportunity to meet with you to discuss the contents of this report, and to answer any questions that you may have about this report or any other audit-related matters. If you have any questions, please contact Anthony Brunson at (305)789-6673.

ANTHONY BRUNSON P.A.



November 28, 2017

Fort Lauderdale Office

333 Las Olas Way | CU 4
Fort Lauderdale, FL 33301
T: (954) 361-6571



CLIENT FOCUSED: SOLUTION DRIVEN

E: info@abcpasolutions.com

Miami Office

801 Brickell Avenue | Suite 900
Miami, FL 33131
T: (305) 789-6673

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
2017 AUDIT RESULTS AND REQUIRED COMMUNICATIONS
REPORT TO THOSE CHARGED WITH GOVERNANCE**

TABLE OF CONTENTS

	<u>PAGE(S)</u>
Required Communications	1-2

ATTACHMENT

Adjusting Journal Entries

Management Representation Letter

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
2017 AUDIT RESULTS AND REQUIRED COMMUNICATIONS
REPORT TO THOSE CHARGED WITH GOVERNANCE**

AU-C Section 260 requires the auditor to communicate certain matters to keep those charged with governance adequately informed about matters related to the basic financial statements audit that are, in our professional judgment, significant and relevant to the responsibilities of those charged with governance in overseeing the financial reporting process. The following summarizes these communications.

Matter To Be Communicated	Auditor's Response
<p>Auditor's Responsibility Under Professional Standards</p>	<p>Our responsibility is to form and express an opinion about whether the basic financial statements prepared by management are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America.</p> <p>We are also responsible for conducting the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <i>Governmental Auditing Standards</i>. Those standards require that we obtain reasonable rather than absolute assurance about whether the basic financial statements are free of material misstatement, whether caused by error or fraud. Accordingly, a material misstatement may remain undetected. Also, an audit is not designed to detect error or fraud that is immaterial to the basic financial statements.</p>
<p>Accounting Practices</p>	<p>Significant or Unusual Transactions</p> <p>We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.</p> <p>Alternative Treatments Discussed with Management</p> <p>We did not discuss with management any alternative treatments within generally accepted accounting principles for accounting policies and practices related to material items during the current audit period.</p>
<p>Management's Judgments and Accounting Estimates</p>	<p>The preparation of the financial statements requires the use of accounting estimates. We are required to inform those charged with governance of such accounting estimates about our conclusions regarding the reasonableness of those estimates.</p> <p>For fiscal year ended June 30, 2017, management's judgement was called upon to establish the useful lives of fixed assets and the collectability of receivables. We have determined that such estimates are reasonable.</p>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
2017 AUDIT RESULTS AND REQUIRED COMMUNICATIONS
REPORT TO THOSE CHARGED WITH GOVERNANCE**

Matter To Be Communicated	Auditor's Response
Financial Statement Disclosures	We did not identify any items relating to the neutrality, consistency, and clarity of the disclosures in the financial statements which we deemed are required to be discussed with the Organization's management.
Audit Adjustments	See attachment.
Disagreements with Management	We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the basic financial statements.
Consultations with Other Accountants	We are not aware of consultations management had with other accountants about significant accounting or auditing matters.
Significant Issues Discussed with Management	<ul style="list-style-type: none"> • Uniform Guidance Procurement compliance • Internal monitoring
Difficulties Encountered in Performing the Audit	We did not encounter any difficulties in dealing with management during the audit. We had the cooperation of management and free access to all appropriate information necessary to conduct our audit.
Certain Written Communications Between Management and Our Firm	<ul style="list-style-type: none"> • Engagement letter • Management representation letter
Other Matters	There were no relationships that we believe impair our independence, and we confirm that we are independent of the Agency.
Material Uncertainties Related to Events and Conditions that May Cast Doubt on the Ability to Continue as a Going Concern	We are not aware of any material uncertainties that cast doubt on the Agency's ability to continue as a going concern.
Deficiencies in Internal Control	No deficiencies identified.

ATTACHMENT

Prepared by	Reviewed by	Reviewed by	Reviewed by
AR 10/24/2017			

Number	Date	Name	Account No	Reference	Annotation	Debit	Credit	Recurrence
1	6/30/2017	Cash-SFWIB General Operating Account	1102	A-2		755,447.00		
1	6/30/2017	Accounts Payable	2101	A-2			755,447.00	
Adjustment to properly reflect cash account balance as of 6/30/17. Entry to reverse check that was not released until after 6/30/17								
						755,447.00	755,447.00	
Net Income (Loss)			(134,015.42)					

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

MIAMI, FLORIDA

**FINANCIAL STATEMENTS AND
REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2017**

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
JUNE 30, 2017**

TABLE OF CONTENTS

	<u>PAGE(S)</u>
Independent Auditors' Report.....	1-3
Management's Discussion and Analysis	4-8
 BASIC FINANCIAL STATEMENTS	
Government-wide Financial Statements:	
Statement of Net Position	9
Statement of Activities.....	10
 Governmental Fund Financial Statements:	
Balance Sheet - Governmental Funds.....	11
Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position.....	12
Statement of Revenues, Expenditures, and Changes in Fund Balances of the Governmental Fund	13
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of the Governmental Funds to the Statement of Activities.....	14
Notes to the Financial Statements	15-25
Schedule of Expenditures of Federal Awards.....	26
Notes to the Schedule of Expenditures of Federal Awards.....	27

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
JUNE 30, 2017**

**TABLE OF CONTENTS
(continued)**

PAGE(S)

REQUIRED SUPPLEMENTARY INFORMATION

Independent Auditors' Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards	28-29
Independent Auditors' Report on Compliance for Each Major Federal Program and on Internal Control over Compliance Required by the Uniform Guidance	30-31
Schedule of Findings and Questioned Costs	32-33

ADDITIONAL INFORMATION

Reconciliation of the General Ledger Expenditure Accounts to the State of Florida One Stop Management Information System	34
Note to the Reconciliation of the General Ledger Expenditure Accounts to the State of Florida One Stop Management Information System	35

INDEPENDENT AUDITORS' REPORT

Governing Body of South Florida Workforce Investment Board
d/b/a CareerSource South Florida
Miami, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the South Florida Workforce Investment Board as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the South Florida Workforce Investment Board's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the South Florida Workforce Investment Board, as of June 30, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and on pages 4 through 8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the South Florida Workforce Investment Board's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, and the accompanying Reconciliation of the General Ledger Expenditure Accounts to the State of Florida One Stop Management Information System, as required by the Special Guidance Provided by the Florida Department of Economic Opportunity audit requirement are presented for the purpose of additional analysis and are not a required part of the basic financial statements.

The Reconciliation of the General Ledger Expenditure Accounts to the State of Florida One Stop Management Information System and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Reconciliation of the General Ledger Expenditure Accounts to the State of Florida One Stop Management Information System and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standard*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 28, 2017, on our consideration of the South Florida Workforce Investment Board’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering South Florida Workforce Investment Board’s internal control over financial reporting and compliance.

November 28, 2017

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017**

This section of the South Florida Workforce Investment Board (SFWIB) annual financial report presents our discussion and analysis of the SFWIB's financial performance during the fiscal year ended June 30, 2017. This section is to be read in conjunction with SFWIB's financial statements and the accompanying notes, which follow this section.

FINANCIAL HIGHLIGHTS

At the end of the current fiscal year, SFWIB's net position totaled \$1,221,592.

- During fiscal year 2017, SFWIB's expenses in the government-wide financial statements were \$51,495,497 for direct program services and administrative expenditures. Revenues were \$51,238,508.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis are intended to serve as an introduction to SFWIB's basic financial statements. SFWIB's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of SFWIB's finances, in a manner similar to a private sector business.

The statement of net position presents information on all of SFWIB's assets, deferred outflows, liabilities, and deferred inflows, with the difference between assets and liabilities, deferred inflows and deferred outflows, reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of SFWIB is improving or deteriorating.

The statement of activities presents information showing how SFWIB's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenue and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. SFWIB, like all other governmental entities, uses fund accounting to ensure and reflect compliance with finance-related requirements, such as the general statutes and special grant conditions. SFWIB maintains two governmental funds to account for governmental activities:

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017**

OVERVIEW OF THE FINANCIAL STATEMENTS (cont'd)

Fund Financial Statements (cont'd)

General Fund - The general fund is used to account for and report all financial resources not accounted for and reported in another fund.

Special Revenue Fund - Most of the SFWIB's basic services are accounted for in the special revenue fund. The special revenue fund is used to account for all federal, state, and local grants and contracts.

However, unlike the government-wide financial statements, the governmental fund financial statements focus on near-term, inflows and outflows of spendable resources, as well as on balances of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating SFWIB's near-term financing requirements.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for the governmental funds with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of SFWIB's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenue, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *the governmental funds* and *governmental activities*.

Notes to the Financial Statements

The notes provide disclosures and additional information that are essential to a full understanding of the financial information presented in the government-wide and fund financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017**

FINANCIAL ANALYSIS OF SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Government-wide Financial Analysis

Summary of Net position

The following comparative table summarizes SFWIB's net position as of June 30, 2017 and 2016.

	<u>2017</u>	<u>2016</u>
Assets:		
Current and other assets	\$ 12,243,637	\$ 13,379,519
Capital assets, net	<u>372,425</u>	<u>495,396</u>
Total assets	<u>12,616,062</u>	<u>13,874,915</u>
Liabilities and deferred inflows:		
Current liabilities	10,345,946	11,413,625
Non-current liabilities	736,290	636,445
Deferred inflows	<u>312,234</u>	<u>346,264</u>
Total liabilities and deferred inflows	<u>11,394,470</u>	<u>12,396,334</u>
Net position:		
Net investment in capital assets	372,425	495,396
Unrestricted net position	<u>849,167</u>	<u>983,185</u>
Total net position	<u>\$ 1,221,592</u>	<u>\$ 1,478,581</u>

As of June 30, 2017, current assets were \$12,243,637. This is a net decrease of \$1,135,882 from June 30, 2016, principally attributable to a decrease in the cash, and a decrease in payables as of June 30, 2017. The net effect of the two is due to timing differences between when cash is requested and received from grantor agencies, and when payments are made to the providers.

The decrease of \$122,971 in capital assets is due primarily to the combined effect of depreciation expense of approximately \$184,692 and the acquisition of new assets totaling \$61,721.

Current liabilities of \$10,345,946 decreased when compared to 2016 by \$1,067,679. This decrease was primarily attributable to a decrease in the amounts due to vendors, training agents, and service providers as of June 30, 2017, which affected cash and is mostly due to timing of when invoices were presented for payment.

The increase in non-current liabilities & decrease of deferred inflows of \$65,815 is due to an increase of compensated absences payable to employees, and a decrease of unearned revenue from prior year.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017**

FINANCIAL ANALYSIS OF SOUTH FLORIDA WORKFORCE INVESTMENT BOARD (cont'd)

Government-wide Financial Analysis (cont'd)

Change in Net position - Governmental Activities

	<u>2017</u>	<u>2016</u>
Total revenue	\$ 51,238,508	\$ 50,168,728
Total expenses	<u>51,495,497</u>	<u>50,373,724</u>
Change in net position	<u>\$ (256,989)</u>	<u>\$ (204,994)</u>

Total revenue and expenses increased approximately \$1.069 million and \$1.1 million respectively, during fiscal year 2017. The increase in revenue and expenses was due to the success of new work experience programs this year and the ability of the service partners to earn more job placement unit fees, in comparison to last year.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of June 30, 2017, SFWIB had invested approximately \$372,425 (net of accumulated depreciation of approximately \$687,114 in a broad range of assets for its Career Centers, and administrative operations including computer equipment, four mobile vehicles, office equipment and furniture and fixtures. See Note 6 to the accompanying financial statements for further analysis.

Long-term Liabilities

SFWIB's long-term liabilities consist of compensated absences payable to SFWIB's employees at some future date in excess of one year after June 30, 2017. The long-term portion of compensated absences payable as of June 30, 2017 was approximately \$736,290. See Note 8 to the accompanying financial statements for further analysis.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Florida Legislature and Workforce Florida will not provide a final allocation to the SFWIB until late May or early June; therefore, the actual funding awarded to SFWIB is not measurable as of the date of this report.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017**

CONTACTING SOUTH FLORIDA WORKFORCE INVESTMENT BOARD'S FINANCIAL MANAGEMENT

This financial report is designed to provide to the citizens, customers, and creditors in Miami-Dade and Monroe Counties as well as grantor agencies with a general overview of the SFWIB's financial position and to demonstrate the SFWIB's accountability for the funds it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

South Florida Workforce Investment Board - Finance Office
7300 NW 19 Street
Suite 500
Miami, Florida 33126

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
STATEMENT OF NET POSITION
FOR THE YEAR ENDED JUNE 30, 2017**

	Primary Government
	Total Governmental Activities
ASSETS	
Current assets:	
Cash	\$ 512,416
Grants receivable	11,152,130
Other receivables	65,686
Prepaid costs	<u>513,405</u>
Total current assets	<u>12,243,637</u>
Non-current assets:	
Capital assets, net	<u>372,425</u>
Total non-current assets	<u>372,425</u>
Total Assets	<u><u>\$ 12,616,062</u></u>
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	
Current liabilities:	
Accounts payable and accrued expenditures	\$ 10,237,513
Current portion of compensated absences	<u>108,433</u>
Total current liabilities	<u>10,345,946</u>
Non-current liabilities:	
Non-current portion of compensated absences	<u>736,290</u>
Total non-current liabilities	<u>736,290</u>
Total liabilities	<u>11,082,236</u>
Deferred inflows of resources	
Unearned revenue	<u>312,234</u>
Total deferred inflows of resources	<u>312,234</u>
Total Liabilities and Deferred Inflows of Resources	<u><u>\$ 11,394,470</u></u>
Net position:	
Net Investment in capital assets	\$ 372,425
Unrestricted	<u>849,167</u>
Total Net Position	<u><u>\$ 1,221,592</u></u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2017**

<u>FUNCTIONS/PROGRAMS</u>	<u>Expenses</u>	<u>Program Revenue Operating Grants and Contributions</u>	<u>Net (Expense) Revenue & Changes in Net position Governmental Activities</u>
Governmental Activities			
Government grants:			
WIOA - Adult Services	\$ 10,878,842	\$ 10,833,140	\$ (45,702)
WIOA - Dislocated Workers Services	8,689,599	8,644,244	(45,355)
WIOA Supplemental State Level	506,360	509,721	3,361
Supplemental Nutritional Program	1,208,830	1,198,076	(10,754)
Reemployment Eligibility Assessment	610,583	608,330	(2,253)
Refugee and Entrant Program	12,344,969	12,332,678	(12,291)
Trade Adjustment Assistance	12,693	12,693	-
Unemployment Compensation	179,096	178,621	(475)
Disabled Veterans' Outreach Program	107,210	106,762	(448)
Local Veterans' Outreach Program	29,217	28,226	(991)
Wagner Peyser	973,282	957,149	(16,133)
Wagner Peyser 7B - Military Spouse	47,430	47,483	53
Temporary Assistance to Needy Families/Welfare Transition Program	9,498,194	9,444,356	(53,838)
WIOA - Youth Services	<u>6,219,369</u>	<u>6,185,213</u>	<u>(34,156)</u>
	<u>51,305,674</u>	<u>51,086,692</u>	<u>(218,982)</u>
Non-federal	<u>189,823</u>	<u>151,682</u>	<u>(38,141)</u>
Total Governmental Activities	<u>\$ 51,495,497</u>	<u>\$ 51,238,374</u>	(257,123)
General Revenue – Interest income			<u>134</u>
Change in net position			(256,989)
Net position - beginning			<u>1,478,581</u>
Net position - ending			<u>\$ 1,221,592</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
BALANCE SHEET — GOVERNMENTAL FUNDS
JUNE 30, 2017**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash	\$ 512,416	\$ -	\$ 512,416
Grants receivables	372	11,151,758	11,152,130
Other receivables	360	65,326	65,686
Due from other funds	-	513,405	513,405
Prepaid costs	<u>513,405</u>	<u>-</u>	<u>513,405</u>
Total Assets	<u>\$ 1,026,553</u>	<u>\$ 11,730,489</u>	<u>\$ 12,757,042</u>
LIABILITIES			
Accounts payable & accrued expenditures	\$ 2,500	\$ 10,235,013	\$ 10,237,513
Due to other funds	<u>513,405</u>	<u>-</u>	<u>513,405</u>
Total liabilities	<u>515,905</u>	<u>10,235,013</u>	<u>10,750,918</u>
DEFERRED INFLOWS OF RESOURCES			
Unearned revenue	<u>3</u>	<u>312,231</u>	<u>312,234</u>
Total liabilities and deferred inflows of resources	<u>515,908</u>	<u>10,547,244</u>	<u>11,063,152</u>
FUND BALANCE			
Non-spendable	513,405	-	513,405
Restricted	-	1,183,245	1,183,245
Unassigned	<u>(2,760)</u>	<u>-</u>	<u>(2,760)</u>
Total fund balance	<u>510,645</u>	<u>1,183,245</u>	<u>1,693,890</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 1,026,553</u>	<u>\$ 11,730,489</u>	<u>\$ 12,757,042</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2017**

Total Fund Balance - Governmental Funds \$ 1,693,890

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets net of accumulated depreciation used in governmental activities are not financial resources and therefore are not reported in the governmental fund. 372,425

Compensated absences that are long-term liabilities, are not due and payable in the current period and therefore, are not reported in the governmental funds. (844,723)

Change in Net position of Governmental Activities \$ 1,221,592

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF THE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
REVENUE			
Government grants and contracts	\$ -	\$ 51,086,694	\$ 51,086,694
Other income & interest	<u>1,394</u>	<u>150,420</u>	<u>151,814</u>
Total Revenue	<u>1,394</u>	<u>51,237,114</u>	<u>51,238,508</u>
EXPENDITURES			
Program costs	31,472	46,166,549	46,198,021
Administration costs	<u>8,417</u>	<u>5,070,565</u>	<u>5,078,982</u>
Total Expenditures	<u>39,889</u>	<u>51,237,114</u>	<u>51,277,003</u>
Excess of revenue over expenditures	(38,495)	-	(38,495)
Fund balance at beginning of year	<u>1,732,385</u>	<u>-</u>	<u>1,732,385</u>
Fund balance at end of year	<u>\$ 1,693,890</u>	<u>\$ -</u>	<u>\$ 1,693,890</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2017**

Amounts reported for governmental activities in the statement of net position are different because:

Net change in fund balance – governmental funds	\$ (38,495)
Depreciation expense	(184,693)
Purchases of capital assets	61,721
Changes in compensated absences that are long-term liabilities are not due and payable in the current period and therefore, are not reported in the funds.	<u>(95,522)</u>
Change in net position of Governmental Activities	<u>\$ (256,989)</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 1 – General

On March 7, 2006, the Miami-Dade Board of County Commissioners (“BOCC”) passed a resolution approving a new Inter-local Agreement (“ILA”) between Miami-Dade County and Monroe County that created the Local Workforce Investment Board for Region 23 of the State of Florida in accordance with federal and state laws and regulations. On February 5, 2013 Miami-Dade Board of County Commissioners passed a resolution amending the Inter-local Agreement and extending the term four years, set to expire on June 20, 2016. On July 19, 2016 Miami-Dade Board of County Commissioners passed a resolution amending the Inter-local Agreement and extending the term four years, to expire on June 20, 2020. The Local Workforce Investment Board shall be known as the South Florida Workforce Investment Board (“SFWIB”) d/b/a CareerSource South Florida and:

- Shall be a separate public body, corporate and politic, and a governmental agency and governmental instrumentality of both Miami-Dade County and Monroe County.
- The Executive Director shall be selected by the SFWIB and shall be an employee of Miami-Dade County.
- The staff of the SFWIB shall all be employees of Miami-Dade County and shall serve the SFWIB under the supervision and control of the Executive Director of SFWIB.
- The members of the SFWIB shall elect a chairperson of the SFWIB, as required by the Workforce Investment Act of 1998, and such other officers as may be deemed necessary and appropriate by the SFWIB.
- The Chief Elected Official of Miami-Dade County and the administrative service of Miami-Dade County are designated as the local fiscal agent for Region 23 of the State of Florida.
- The Chief Elected Official of Miami-Dade County for and on behalf of Miami-Dade County and the Chief Elected Official of Monroe County for and on behalf of Monroe County shall be the local grant recipients for Region 23 of the State of Florida and shall be liable for any misuse of the grant funds allocated to Region 23.
- Monroe County and Miami-Dade County agreed to assume financial liability for any misuse of grant funds in accordance with State and Federal Law: Monroe County agreed to assume 6.7% of any financial liability for any misuse of grant funds; Miami-Dade County agreed to assume 93.3% of any financial liability for any misuse of grant funds.

In March of 2006, Workforce Florida, Inc. (“WFI”) approved the charter for Region 23 for South Florida Workforce Board. WFI completed their review of the new Interlocal Agreement and determined the board appointments and plan requirements had been satisfied.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 1 - General (cont'd)

Funding flows from the federal agencies (the U.S. Department of Labor and the U. S. Department of Health and Human Services) to the State of Florida. In the State of Florida, Workforce Florida, Inc. is the policy board that allocates funding to the State's Regions and oversees the performance of the Regions in meeting performance standards established by the U.S. Department of Labor, the Florida Legislature, and Workforce Florida, Inc. At the state level, the Florida Department of Economic Opportunities is the state agency that functions as the administrative entity for Workforce Florida Inc.

On the local level, the SFWIB is the policy board that plans and oversees the operation of the service delivery system in the Miami-Dade/Monroe Region, including allocating funding to various community based organizations, for profit and governmental organizations, to provide educational, training and placement services.

Funding was received pursuant to the Workforce Investment Act (WIOA) from the U.S. Department of Labor, Employment, and Training Administration, through the State of Florida Department of Economic Opportunities (DEO). The primary objective of WIOA is to establish programs to prepare youth and unskilled adults and dislocated workers for entry into the labor force and to afford job training to individuals facing serious barriers to employment or in need of retraining.

Funding was received from the U.S. Department of Health and Human Services through the State of Florida Department of Economic Opportunities for the purpose of providing employment and related services to those individuals who are current and former welfare recipients under the Temporary Assistance to Needy Families Act, referred to as the Welfare Transition (WT) program, and are deemed eligible for the support by the State of Florida Department of Children and Families Services (DCF).

Funding was provided by the U.S. Department of Health and Human Services, Office of Refugee Resettlement, through the DCF to provide placement services to individuals with the immigration status of entrant and refugee.

Note 2 - Summary of Significant Accounting Policies

Basis of presentation

SFWIB's accounting policies conform with Generally Accepted Accounting Principles applicable to state and local governmental units. Accordingly, the basic financial statements include both the government-wide and fund financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 2 - Summary of Significant Accounting Policies (cont'd)

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of SFWIB.

The statement of activities demonstrates the degree to which the direct expenses of a given program are offset by program revenue. *Direct expenses* are those that are clearly identifiable with a program. *Program revenue* includes operating grants that are used to meet the operational requirements of a particular program.

SFWIB does not legally adopt a budget for the governmental funds and accordingly, a budget to actual comparison has not been presented in the accompanying financial statements.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grant receipts are deemed to be earned and reported as revenue when SFWIB and its contracted service providers have incurred expenditures in accordance with specific grant requirements. Amounts received but not yet earned are reported as unearned revenues. Interest income is accrued as earned. In applying the susceptible to accrual concept to intergovernmental revenue, the legal and contractual requirements of the numerous individual programs are used as guidance. Funds must be expended on the specific purpose as defined in the grant line-item budget or agreement; therefore, revenue is recognized when the related expenditures are incurred.

Governmental fund financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Revenue is recognized as soon as they are both measurable and available. Revenue is considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

SFWIB reports the following major governmental funds:

General Revenue Fund – The general fund is used to account for and report all financial resources not accounted for and reported in another fund.

Special Revenue Fund - The special revenue fund accounts for specific revenues that are legally restricted to expenditure for particular purposes and includes all federal grants and contracts.

When both restricted and unrestricted resources are available for use, it is SFWIB's policy to use restricted resources first.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 2 - Summary of Significant Accounting Policies (cont'd)

Adopted accounting policies

To deliver on the promise of a 21st-Century government that is more efficient, effective and transparent, the Office of Management and Budget (OMB) streamlined the Federal government's guidance on Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards. The Uniform Guidance, as it is called, provides a government-wide framework for grants management which will be complemented by additional efforts to strengthen program outcomes through innovative and effective use of grant-making models, performance metrics, and evaluation. This reform of OMB guidance will reduce administrative burden for non-Federal entities receiving Federal awards while reducing the risk of waste, fraud and abuse.

Prepaid costs

Other assets are comprised primarily of prepaid rent and insurance under which are accounted for under the consumption method.

Capital assets

Capital assets, which include computer equipment, office equipment, office furniture and other equipment, are reported in the government-wide financial statements. Capital assets are defined by SFWIB as assets with an initial, individual cost of more than \$5,000 and a life of more than one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets of SFWIB are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Computer equipment	5 - 10
Office equipment	5 - 7
Office furniture	5 - 7
Other equipment	5 - 7

Net position

Net position represents the difference between assets, deferred outflows, deferred inflows, and liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition or improvement of those assets. Net positions are reported as restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 2 - Summary of Significant Accounting Policies (cont'd)

Fund balance

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which SFWIB is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. Fund balances for governmental funds consist of the following:

Non-spendable fund balance – includes amounts that are not in spendable form such as prepaid amounts.

Unassigned fund balance- is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific programs with the general fund.

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Actual results could differ from those estimates.

Income taxes

SFWIB is fulfilling an essential governmental function. Accordingly, income of SFWIB is excluded from income tax under the provisions of the Internal Revenue Code.

Note 3 - Cash

Cash deposits are held by banks qualified as public depositories under Florida Statutes. All deposits are fully insured by federal insurance and by a multiple financial institution collateral pool required by Florida Statutes, Chapter 280, "The Florida Security for Public Deposits Act."

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 4 - Grant Receivables

As of June 30, 2017, grant receivables generally represent accounts due from grantor agencies for reimbursement of expenditures made by SFWIB, and consisted of the following:

Temporary Assistance to Needy Families (TANF)/Welfare Transition	\$ 2,714,638
WIOA- Dislocated Worker	3,417,084
Refugee and Entrant Program	2,257,252
WIOA - Youth Services	1,345,818
WIOA- Supplemental State	509,721
WIOA- Adult Services	445,133
Supplemental Nutrition Assistance Program	173,544
Wagner Peyser	148,904
UC RESEA	34,174
Unemployment Compensation (UC)	25,036
Disabled Veterans	23,756
City of Miami Gardens	39,046
Wagner Peyser-Military Families	12,201
Local Veterans	4,993
City of Homestead	458
Other	<u>372</u>
Total Grants Receivable	<u>\$ 11,152,130</u>

Note 5 - Other Receivables

Other receivables of \$65,686 as of June 30, 2017 consist primarily of charge-backs from training vendors for participants that did not complete training or whose Pell grants were applied. The other receivables were collected subsequent to June 30, 2017.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 6 - Capital Assets

Capital asset balances and activity for the fiscal year ended June 30, 2017 were as follows:

	<u>Balance</u> <u>June 30, 2016</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2017</u>
Depreciable Capital Assets:				
Computer equipment	\$ 606,682	\$ 61,721	\$ 1,606	\$ 666,797
Office equipment	214,552	-	-	214,552
Other equipment	<u>178,188</u>	<u>-</u>	<u>-</u>	<u>178,188</u>
Total Depreciable Capital Assets	<u>999,422</u>	<u>61,721</u>	<u>1,606</u>	<u>1,059,537</u>
DEPRECIATION				
Less: Accumulated Depreciation for:				
Computer equipment	277,527	111,352	1,606	387,273
Office equipment	124,349	28,820	-	153,169
Other equipment	<u>102,150</u>	<u>44,520</u>	<u>-</u>	<u>146,670</u>
Total Accumulated Depreciation	<u>504,025</u>	<u>184,692</u>	<u>1,606</u>	<u>687,112</u>
Net Capital Assets	<u>\$ 495,396</u>	<u>\$ (122,971)</u>	<u>\$ -</u>	<u>\$ 372,425</u>

Depreciation expense was charged to functions as follows:

Governmental Activities	
WIOA - Adult Services	\$ 42,825
Temporary Assistance to Needy Families/ Welfare Transition	47,727
WIOA - Youth Services	22,497
WIOA - Dislocated Worker Services	28,755
Refugee and Entrant Assistance Program	16,909
Wagner Peyser	17,400
Food Stamp/Supplemental Nutrition Assistance Program	6,903
Local Veterans	1,047
Disabled Veterans	<u>629</u>
Total	<u>\$ 184,692</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 7 - Unearned Revenue

As of June 30, 2017, deferred inflows of resources consist of the following:

Miami-Dade School Board	\$ 296,239
Refugee and Entrant Assistance Program	15,992
Other	<u>3</u>
Total	<u>\$ 312,234</u>

Note 8 - Compensated Absences

Governmental Accounting Standards Board (GASB) Statement 16, Accounting for Compensated Absences, requires governmental agencies to record as a liability the vested and future rights to sick and/or vacation leave. Accordingly, consideration of the probability of partially vested employees becoming fully vested and actual past termination payment experience in the determination of the liability was considered. As such, compensated absences in the accompanying financial statements are comprised of accrued vacation, holiday and sick expenses.

SFWIB's employee vacation and sick leave policies provide for the granting of a specific number of days of vacation based on years of service. These policies also provide for paying employees unused vacation up to 500 hours and unused sick leave up to 1,000 hours upon termination depending on years of service as per Miami-Dade County leave manual.

The following table is a roll forward of compensated absences:

Beginning balance	\$ 749,200
Additions	1,198,968
Reductions	<u>(1,103,445)</u>
Ending balance	844,723
Estimated current portion	<u>(108,433)</u>
Long-term portion	<u>\$ 736,290</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 9 - Related Party Transactions

Contract awards

Miami-Dade County Public Schools, Florida Memorial University, and Florida International University (FIU) are members of the South Florida Workforce Investment Board and were paid for program services. These training agents were reimbursed for program services provided during fiscal year 2017 as follow: Miami-Dade County Public Schools \$284,401, Florida Memorial University \$98,827 and Florida International University \$820. The total amounted to approximately \$384,048 for the fiscal year ended June 30, 2017.

Additionally, there was a \$1,500 paid to FIU Presidents Council Membership.

Services

Miami-Dade County, Florida (County) provides payroll processing, procurement, legal and other services and goods for SFWIB. The County was reimbursed approximately \$164,590 for these services during the fiscal year ended June 30, 2017.

Payroll

SFWIB staffs are employees of Miami-Dade and are subject to its employment policies and procedures. All payroll costs are reimbursed to Miami-Dade by SFWIB.

Retirement plan

All SFWIB staff are covered under Miami-Dade County's participation in the State of Florida Retirement System (FRS), a cost sharing, multiple-employer Public Employee Retirement System (PERS). The FRS is now an employee/employer contributory program and is totally administered by the State of Florida.

Benefits are computed based on age, average final compensation, and service credit. Average final compensation is the average of the five highest fiscal years of earnings. The Florida Retirement System provides vesting of benefits after six years of creditable service. Early retirement may be taken any time after vesting; however, there is a 5% benefit reduction for each year prior to normal retirement age or date. The FRS also provides death and disability benefits. A State statute establishes benefits.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 9 - Related Party Transactions (cont'd)

Retirement plan (cont'd)

FRS issues an annual financial report. A copy can be obtained by sending a written request to:

Division of Retirement
1317 Wynnewood Boulevard, Bldg. B
Tallahassee, FL 32399-1560

SFWIB's required contribution rate is established by State statute, and was 7.26% of the covered payroll for the fiscal year ended June 30, 2017. Additionally a 3% employee contribution is mandated by the State of Florida. The required contribution by SFWIB to the FRS for the fiscal year ended June 30, 2017, 2016, and 2015, were approximately \$391,081, \$380,772, and \$377,695, respectively. SFWIB has met all contribution requirements for the current year and the two preceding years.

Note 10 - Risk Management

SFWIB is exposed to various risks of loss related to torts, theft of, damages to, and destruction of assets, errors and omissions, and natural disasters for which SFWIB carries commercial liability insurance. There have been no claims in excess of insurance coverage limits during the last fiscal years. Workers' compensation claims are covered by Miami-Dade self-insurance fund. SFWIB makes payments to the self-insurance fund for workers' compensation based on actuarial estimates. SFWIB does not share in the exposure for the difference between payments to the self-insurance fund and actual payments and thus, no claim liability is reported by SFWIB.

Note 11 - Lease Commitments

SFWIB leases office space under various operating leases. The majority of these leases are through the SFWIB, with lease terms extending through June 30, 2022. Total rent expense was approximately \$2,567,631 for the year ended June 30, 2017.

The following is a schedule of the estimated minimum payments required on operating leases as of June 30,

For the year ended June 30,	
2018	\$ 2,210,303
2019	1,644,198
2020	585,645
2021	296,808
2022	<u>278,340</u>
	<u>\$ 5,015,294</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017**

Note 12 - Contingencies

Grants

Individual grants are subject to financial and compliance audits by the grantors or their representatives during the three-year record retention period. Such audits could result in requests for reimbursements to the grantor agency for expenditures disallowed under terms of the grants. Based on past experience, SFWIB'S management is of the opinion that disallowances, if any, will not have a material impact on the basic financial statements.

Individual Training Accounts (ITAs)

It is SFWIB's policy to pay 50% of the maximum approved ITA amount at the beginning of the training program once the participant has attended 14 consecutively scheduled classes. The remaining 50%, is paid once the training vendor submits documentation indicating that the participant is at midpoint of the training program. As of June 30, 2017, SFWIB had approximately \$877K in outstanding and unpaid training vouchers and related expenditures (training equipment, supplies, and licenses pertaining to the training program) projected to become payable upon completion of the required courses.

The outstanding contractual commitments in excess of Restricted Net Position under certain Functions/Programs will be funded from future scheduled collections and reimbursements.

Note 13- Subsequent Events

The SFWIB management evaluated subsequent events through November 28, 2017, the date the financial statements were available to be issued. There were no events which required disclosure in the financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2017**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Identifier	Total Expenditures	Sub-recipient Expenditures
U.S. Department of Labor				
Passed-through:				
Florida Department of Economic Opportunity (DEO)				
Workforce Investment Act (WIA) Cluster:				
WIOA-Adult Program	17.258	31192	\$ 147,819	\$ -
WIOA-Adult Program	17.258	29330	3,917,243	3,070,937
WIOA-Adult Program	17.258	31697	6,915,897	5,289,728
WIA/WIOA Youth Activities	17.259	31142	4,175,508	3,282,985
WIA/WIOA Youth Activities	17.259	29114	2,009,706	1,608,311
WIA/WIOA Youth Activities	17.259	31192	147,819	-
WIOA Dislocated Worker Formula Grants	17.278	29354	7,720,903	5,025,365
WIOA Dislocated Worker Formula Grants	17.278	31192	214,083	-
WIOA RAPID RESPONSE-DISL	17.278	29482	<u>923,341</u>	<u>730,037</u>
Total Workforce Investment Act (WIA) Cluster			<u>26,172,319</u>	<u>19,007,363</u>
Employment Services (ES) Cluster:				
Disabled Veterans' Outreach Program (DVOP)	17.801	32577	94,242	-
Disabled Veterans' Outreach Program (DVOP)	17.801	31317	12,520	-
Local Veterans' Employment Representative (Lver) Program	17.804	32602	21,187	-
Local Veterans' Employment Representative (Lver) Program	17.804	31342	7,039	-
Employment Service/Wagner-Peyser Funded Activities	17.207	31242	47,483	-
Employment Service/Wagner-Peyser Funded Activities	17.207	31582	<u>957,149</u>	<u>21,003</u>
Total Employment Services (ES) Cluster			<u>1,139,620</u>	<u>21,003</u>
Unemployment Insurance				
Reemployment Services and Eligibility Assessment	17.225	32858	326,601	184,087
Reemployment Services and Eligibility Assessment	17.225	30722	281,729	199,587
Trade Adjustment Assistance	17.245	32172	7,938	-
Trade Adjustment Assistance	17.245	31647	493	-
Trade Adjustment Assistance	17.245	32732	3,535	-
Trade Adjustment Assistance	17.245	29722	727	-
Unemployment Insurance	17.225	32382	120,513	60,372
Unemployment Insurance	17.225	31267	<u>58,108</u>	<u>27,837</u>
Total Unemployment Insurance			<u>799,644</u>	<u>471,883</u>
Total U.S. Department of Labor			<u>28,111,583</u>	<u>19,500,249</u>
U.S. Department of Agriculture				
Passed-through:				
Florida Department of Economic Opportunity (DEO)				
Supplemental Nutrition Assistance Program	10.561	32357	913,323	401,550
Supplemental Nutrition Assistance Program	10.561	31442	<u>284,753</u>	<u>135,984</u>
Total U.S. Department of Agriculture			<u>1,198,076</u>	<u>537,534</u>
U.S. Department of Health and Human Services				
Passed-through:				
Florida Department of Economic Opportunity (DEO)				
Temporary Assistance for Needy Families	93.558	32257	7,203,503	5,468,773
Temporary Assistance for Needy Families	93.558	31507	<u>2,240,853</u>	<u>1,354,836</u>
Total Temporary Assistance for Needy Families (TANF)			<u>9,444,356</u>	<u>6,823,609</u>
Passed-through:				
Florida Department of Children and Families				
Refugee and Entrant Assistance - State Administered Programs 10/1/16-9/30/17	93.566	XK50	3,685,171	3,358,632
Refugee and Entrant Assistance Targeted Assistance Grants 10/1/16-9/30/17	93.584	XK50	5,853,977	5,335,125
Refugee and Entrant Assistance - State Administered Programs 10/1/15-9/30/16	93.566	XK50	1,574,504	1,396,064
Refugee and Entrant Assistance Targeted Assistance Grants 10/1/15-9/30/16	93.584	XK50	<u>1,219,027</u>	<u>1,080,874</u>
Total Refugee and Entrant Assistance Program			<u>12,332,679</u>	<u>11,170,695</u>
Total U.S. Department of Health and Human Services			<u>21,777,035</u>	<u>17,994,304</u>
Total Expenditures of Federal Awards			<u>\$ 51,086,694</u>	<u>\$ 38,032,087</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2017**

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of South Florida Workforce Investment Board and is presented using the modified accrual basis of accounting, which is described in Note 2 to South Florida Workforce Investment Board's financial statements. The information on this schedule is presented in accordance with the requirements of OMB Uniform Guidance. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Note 2 - Indirect Cost Rate

The South Florida Workforce Investment Board has not elected to use the 10 percent de minimus cost rate. The cost rate has been negotiated directly with the Florida Department of Economic Opportunity.

DRAFT

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

MIAMI, FLORIDA

**REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2017**

DRAFT

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Governing Body of South Florida Workforce Investment Board
d/b/a CareerSource South Florida
Miami Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities, and each major fund, of the South Florida Workforce Investment Board ("SFWIB"), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the SFWIB's basic financial statements, and have issued our report thereon dated November 28, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered SFWIB's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of SFWIB's internal control. Accordingly, we do not express an opinion on the effectiveness of the SFWIB's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether SFWIB's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

November 28, 2017

DRAFT

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Governing Body of South Florida Workforce Investment Board
d/b/a CareerSource South Florida
Miami Florida

Report on Compliance for Each Major Federal Program

We have audited South Florida Workforce Investment Board's ("SFWIB") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of SFWIB's major federal programs for the year ended June 30, 2017. SFWIB's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of SFWIB's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about SFWIB's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the SFWIB's compliance.

Opinion on Each Major Federal Program

In our opinion, SFWIB, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.

Other Matters

The results of our auditing procedures disclosed no instances of noncompliance with the compliance requirements referred to above that are required to be reported in accordance with the Uniform Guidance.

Report on Internal Control over Compliance

Management of SFWIB is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered SFWIB's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of SFWIB's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

November 28, 2017

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2017**

Section I - Summary of Auditors' Results

Financial Statements

Type of Auditors' Report Issued

Unmodified Opinion

Internal control over financial reporting:

- Material weaknesses identified? Yes No
- Significant deficiency identified that are not considered to be material weaknesses? Yes No
- Non-compliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

- Material weaknesses identified? Yes No
- Significant Deficiency identified that are not considered to be material weaknesses? Yes No

Type of Auditors' Report Issued on Compliance for Major Program: Unmodified Opinion

Any audit findings disclosed that are required to be reported in accordance with The Uniform Guidance? Yes No

Identification of Major Programs:

CFDA Numbers	Name of Federal Program or Cluster
93.584	Refugee and Entrant Assistance Targeted Assistance Grants
93.566	Refugee and Entrant Assistance – State Administered Programs
17.225	Unemployment Insurance

Dollar threshold used to distinguish between

Type A and Type B programs: \$1,532,604

Auditee qualified as low-risk auditee? Yes No

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2017

Section II - Current Year Findings - Financial Statements Audit

No current year findings.

Section III - Current Year Findings and Questioned Costs - Major Federal Award Programs Audit

No current year findings.

Section IV - Prior Year Findings - Financial Statements Audit

No prior year findings.

Section V - Prior Year Findings and Questioned Costs - Major Federal Award Programs Audit

No prior year findings.

DRAFT

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

ADDITIONAL INFORMATION

FOR THE YEAR ENDED JUNE 30, 2017

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
RECONCILIATION OF GENERAL LEDGER
EXPENDITURE ACCOUNTS TO THE STATE OF FLORIDA
ONE STOP MANAGEMENT INFORMATION SYSTEM
FOR THE YEAR ENDED JUNE 30, 2017**

Program	Amount per GL	Program Income	Subtotal	Amount per OSMIS	Difference
WIOA-Adult PY15	\$ 3,917,243	\$ -	\$ 3,917,243	\$ 3,917,243	\$ -
WIOA-Adult PY16	6,915,897	-	6,915,897	6,915,847	50
WIOA Youth PY16	4,175,508	-	4,175,508	4,175,558	(50)
WIOA Youth PY15	2,009,706	-	2,009,706	2,009,706	-
WIOA DISLOCATED WORKER	7,720,903	-	7,720,903	7,720,903	-
WIOA RAPID RESPONSE-DISL	923,341	-	923,341	923,341	-
Disabled Veterans PY16 OCT- JUNE	94,242	-	94,242	94,242	-
Disabled Veterans PY16 JUL - SEP	12,520	-	12,520	12,520	-
Local Veteran PY16 OCT- JUNE	21,187	-	21,187	21,187	-
Local Veteran PY16 JUL - SEP	7,039	-	7,039	7,039	-
Wagner Peyser 7B Military Spouse	47,483	-	47,483	47,483	-
Wagner Peyser PY16	957,149	-	957,149	957,149	-
RESEA TRANSITION	326,601	-	326,601	326,601	-
RESEA TRANSITION	281,729	-	281,729	281,729	-
TAA ADM PY16 JULY - SEP	7,938	-	7,938	7,938	-
TAA ADM PY16 JULY - SEP	493	-	493	493	-
TAA ADM PY16 OCT - SEP	3,535	-	3,535	3,535	-
TAA ADM PY15 OCT - JUN	727	-	727	727	-
Unemployment Compensation PY16 OCT- JUNE	120,513	-	120,513	120,513	-
Unemployment Compensation PY16 JUL-SEP	58,108	-	58,108	58,108	-
SNAP PY16 OCT -JUNE	913,323	-	913,323	913,323	-
SNAP PY16 JULY - SEP	284,753	-	284,753	284,753	-
Welfare Transition OCT - JUN	7,203,503	-	7,203,503	7,203,503	-
Welfare Transition JUL - SEP	2,240,853	-	2,240,853	2,240,853	-

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
NOTE TO THE RECONCILIATION OF GENERAL LEDGER
EXPENDITURE ACCOUNTS TO THE STATE OF FLORIDA
ONE STOP MANAGEMENT INFORMATION SYSTEM
FOR THE YEAR ENDED JUNE 30, 2017**

Note 1 - Basis of Presentation

The schedule is a reconciliation of certain general ledger expenditure accounts to the State of Florida One Stop Management Information System (OSMIS) for the fiscal year ended June 30, 2017. The information on this schedule is presented in accordance with the requirements of OMB Uniform Guidance. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Interest income associated with program funds are allocated to the appropriate fund as a reduction in program expenses.

DRAFT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 7C

AGENDA ITEM SUBJECT: WIOA RETENTION PAYMENT ALLOCATIONS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocation an amount not to exceed \$522,750 in WIOA Adult and Dislocated funding for the retention payments.

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

STRATEGIC PROJECT: **Enhance CSSF performance system**

BACKGROUND:

The Department of Economic Opportunity (DEO) and CareerSource Florida (CSF) measures each Local Workforce Development Board's (LWDB) performance on key performance indicators such as Employment Retention. This measure indicates the percentage of participants who obtained 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 LWDB's employment retention rate in the second and fourth quarter after exit.

In an effort to meet and exceed the LWDB's performance retention goals, the SFWIB staff is requesting authorization to offer a retention payment of an additional \$125.00 to service providers for each Workforce Innovation Opportunity Act (WIOA) participant employed or who earned wages in the second and fourth quarters after exiting the system. The retention payment will incentivize service providers to follow up with the participants that have exited the system to track employment retention, update information on the gainfully employed, and re-engage job seekers in need of additional services. The allocations for the retention payment are set forth below:

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

WIAO Retention Payment Allocations

Career Center Location	Number of WIOA Follow-ups	Total Projected Follow-up Earnings
Carol City	305	\$38,125
City of Miami	305	\$38,125
Hialeah Downtown	498	\$62,250
Homestead	361	\$45,125
Little Havana	421	\$52,625
Miami Beach	250	\$31,250
Monroe County	115	\$14,375
North Miami Beach	192	\$24,000
Northside	394	\$49,250
Opa-Locka	88	\$11,000
Perrine	387	\$48,375
South Miami	73	\$9,125
Transition, Inc.	285	\$35,625
West Dade	508	\$63,500
Region Total	4,182	\$522,750



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 8A

AGENDA ITEM SUBJECT: MOBILE WORKFORCE ASSISTANCE CENTER

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board, the approval to allocate an amount not to exceed \$50,989.45 in Workforce Services funding from SFWIB Reserve for expenses for a Mobile Workforce Assistance Center to expand services to Miami-Dade County and Monroe County communities, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

The SouthFlorida Workforce Investment Board (SFWIB) provides employment and training services through its Mobile Assistance Workforce Centers in Miami-Dade and Monroe counties. CareerSource Central Florida (CSCF), located at 390 North Orange Avenue, Suite 700, Orlando, Florida 32801, is donating their Mobile Workforce Assistance Center to SFWIB. This addition to our current fleet will help expand the agencies outreach to the community. In the event of a funding reduction in PY 17/18, or a disaster, CSSF will still be able to provide services expeditiously.

On an average, CSSF Mobile Assistance Centers participates in 540 scheduled events and serves approximately 1,700 jobseekers annually. The six month operating expenses for the Mobile Unit is budgeted at \$50,989.45 in workforce services funding (i.e., TANF, WIOA, W-P, etc.) which includes: \$38,739.45 start up fees (i.e., CSSF brand mobile wrap, paint and body work, computers, tag and vehicle transfer) and \$12,250.00 recurring fees (i.e., internet services, janitorial service, auto insurance, maintainance and repairs).

FUNDING: Operating Expenses projected at \$50,989.45 dollars. The operating expenses will be cost allocated among workforce services funding (i.e., TANF, WIOA, W-P, UC, etc.).

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 8B

AGENDA ITEM SUBJECT: LAUNCHCODE IMMERSIVE CODECAMP TRAINING

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends the Board the approval to allocate an amount not to exceed \$200,000 in Workforce Innovation and Opportunity Act Adult funds to The LaunchCode Foundation, Inc. for the Immersive CodeCamp Training cohort, as set forth below.

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

STRATEGIC PROJECT: **Close the digital skills gap**

BACKGROUND:

The U.S. Department of Labor projects that one million jobs in programming alone will go unfilled by 2020. In Miami-Dade County, from 2016 - 2024, more than 3,200 new tech jobs are projected to become available with an additional 2,409 jobs opening due to attrition. Technology jobs typically require a college degree and three to five years of work experience in the field, making it a challenge for the average candidate to acquire the skill sets necessary to meet demand.

As part of the TechHire initiative, the South Florida Workforce Investment Board (SFWIB) formed a specialized collaborative partnership with The LaunchCode Foundation, Inc. (LaunchCode) to deliver a computer science and web development boot camp cohort, Immersive CodeCamp. The cohort provides participants with the technical skills and professional development training necessary to begin a career in software development and associated technology jobs. The training was developed to deliver a solid foundation in the most common areas of computer programming, and build on those core skills to help address the critical shortage of software development professionals in Miami-Dade County.

The Immersive CodeCamp consists of a total of 14 weeks, 560 hours of classroom training in computer science and web development that culminates in the completion of a capstone, web-based computer application. Upon successful completion, participants will receive a certificate of completion and the technical skills to be employed in entry-level positions within the industry.

The SFWIB will provide training-related funding and LaunchCode will provide relevant training and placement services. The cohort will prepare up to 20 SFWIB eligible participants for a total cost of \$200,000. The cost covers validating candidate skills, mentoring candidates, engaging employers, and matching candidates to employers.

LaunchCode will work to place successful participants into entry-level software development positions with employer partners including MasterCard, Carnival, AutoNation, Zumba, EveryMundo, Insurance Technologies, and others. Participants who are placed will earn an average salary of \$51,000 a year.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE:

Number of Job Seekers Served - 20

Number of Cohorts - 1

Cost per Placement - \$10,000

Average Wage - \$24.52

Net Economic Benefit - \$41,000.60

Return on Investment - \$4.10

Economic Impact - \$820,032

ATTACHMENT



LaunchCode Immersive CodeCamp Computer Science and Web Development Proposed Training - July 1, 2017 to June 30th, 2018

About LaunchCode

LaunchCode is a national 501(c)(3) non-profit that provides training in computer science and web development at no cost to its students and helps place those students into software development.

Program Overview

As part of its mission to provide computer science and web development education at no-cost to participants, LaunchCode is offering a 14-week, full-time computer science and web development bootcamp program, known as Immersive CodeCamp. Immersive CodeCamp will:

- (1) provide qualified, eligible individuals with necessary technical skills and professional development training to enter a career in software development and associated technology jobs;
- (2) help address a critical shortage of software development professionals in Miami-Dade

Over the course of Immersive CodeCamp, students will spend 560 classroom hours learning the fundamentals of computer science and web development culminating in the completion of a capstone web-based computer application. (See attached syllabus).

Students who complete the course material will earn a certificate of completion from LaunchCode. And, LaunchCode will work to place graduates into entry level software development positions with employer partners including Mastercard, Carnival, Autonation, Zumba, EveryMundo, Insurance Technologies, and others with those placed earning an average salary of \$51,000 a year.

The course will take place at Cambridge Innovation Center Miami located at 1951 NW 7th Avenue, Miami, FL 33136, which is a co-working space occupied by several technology firms and will give students exposure to the technology job ecosystem while still studying. The course has one full-time lead instructor, two full-time teaching assistants, and associated support staff focusing on professional development and job placement.

Program Summary

- Number of participants: 20 participants per cohort
- Participant cost: \$10,000 per participant

- Expected number of cohorts: 1 cohort
- Cohort length: 14 weeks / Monday through Friday from 9:00 am to 5:00 pm daily
- Program Term: July 1, 2017 to June 30th, 2018

Phases and Costs for Immersive CodeCamp

PHASE 1 - CANDIDATE RECRUITMENT AND SCREENING

Approximate LaunchCode cost: \$22,500

Weeks 0-2

- LaunchCode activates online application for the class
 - Applicants will be able to sign up online and complete a screening process at a URL specially created for this class-
 - In-person outreach that drives interested individuals to apply online
- Activate network to encourage interested individuals in the target universe to apply for the class

Weeks of 3-8

- LaunchCode begins screening applicants -- Applicants who meet application qualifications are sent Pre-Work assignment to complete (on a rolling basis)
- Applicants who complete the Pre-Work are invited to an interview with LaunchCode (on a rolling basis)
- Screening interviews seek to ensure that learners selected for the class have the aptitude to successfully complete the course
- Applicants who complete initial screening and interview and are assessed as a good fit for the class will formally accepted and enrolled
- Upon enrollment, enrollees may need to confirm eligibility with CSSFL

Weeks 9-10

- LaunchCode, Employ Miami-Dade and CareerSource South Florida confer to discuss number of enrollees and assess outreach strategy -- Understand where we stand and whether we are on track to meet enrollment goal
- Diagnose which channels are generating most successful applicants
- Determine whether broader outreach and marketing are needed
- Applications close
- Final admissions decisions and eligibility determinations

PHASE 2 - CLASS IN SESSION

Approximate LaunchCode cost: \$130,000

Weeks 0-6

- Fundamentals of computer science
- Introduction of professional development curriculum

Weeks 7-10

- Fundamentals of web development
- Continuation of professional development and employer partner visit

Weeks 11-14

- Web development deep dive and capstone project
- Professional development deep dive and begin job interviews

PHASE 3 - POST-CLASS

Approximate LaunchCode cost: \$47,500

- Continue professional development and mentoring
- Continue finding job placement opportunities
- Analysis of program completion
- Analysis of employment status of program completers six months post-completion



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 8C

AGENDA ITEM SUBJECT: FUTURE BANKER'S 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 \$100,000 in Workforce Innovation and Opportunity Act Youth funding to support the Miami-Dade College Future Bankers Training Program, as set forth below.

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

STRATEGIC PROJECT: **Enhance and Expand Job Readiness Skills for Youth**

BACKGROUND:

The Future Bankers Training Program is designed to motivate and tap into the talent of minority students in low income areas, and provide them with a promising Career Path in the Financial Service Industry. Upon completing the program, students are eligible to receive the American Bankers Association (ABA) and American Institute of Banking (AIB) Bank Tellers Certificates. Students that graduate high school are eligible for a Miami-Dade College Vocational Certificate, which allows them to work towards an Associate of Science degree in Financial Services. Students also participate in Industry Internships with partnering Financial Institutions.

The Future Bankers Training program partners with the Cuban American National Council (CNC) Youth Program to facilitate the recruitment of youth into the program. This innovative four week camp provides hands on experience for future students interested in a financial services career. The camp provides students with the opportunity to enhance math, communication, and financial literacy skills by completing an internship with a bank and receiving industry certification. With matching program dollars from various banking institutions, the Future Bankers Training Program for Program Year 2016-2017 provided an opportunity to 71 students as follows:

- 71 Juniors Enrolled in the Program
- 67 Completed 150 hours of Classroom Instructions
- 67 Participated in Internships
- 67 Received the ABA Bank Tellers Certification
- 25 Financial Institutions Provided Internship
- 13 High Schools Participated in the Program

The Future Bankers' Camp is supported by more than 25 local banks and is aligned with the school district's partnership and involvement in the One Community One Goal targeted Industry Implementation Plan.

This year's tracks will include a Teller and Customer Service Training. The Customer Service track includes a 3-credit class through MDC. Upon successful completion of the camp, students will be eligible to receive the American Bankers Association Bank Teller and Customer Service Representative Certificates. This national industry standard certificate meets the educational requirement for the certification exam offered by the Institute of Certified Bankers. Students who graduate can also work towards an Associate degree in Financial Services.

The Future Bankers Training Camp welcomes Miami-Dade County Public School students enrolled in the Academy of Finance programs at the following schools:

- Barbara Goleman Senior High School
- Coral Gables Senior High School
- Coral Reef Senior High School
- Hialeah Gardens Senior High
- Miami Edison Senior High
- Miami Jackson Senior High School
- Miami Sunset Senior High School
- North Miami Senior High
- North Miami Beach Senior High School
- Mater Academy East Charter High School
- William H. Turner Technical Arts High
- South Dade Senior High School
- Homestead Senior High School

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement, as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami-Dade College an allocation not to exceed \$100,000 in Workforce Innovation and Opportunity Act (WIOA) Youth funds for the Futures Bankers Training Program.

FUNDING: Workforce Innovation and Opportunity Act Youth

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 8D

AGENDA ITEM SUBJECT: EXISTING TRAINING PROVIDERS AND PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Competitiveness Council recommends to the Board the approval of New Programs for Existing Training Providers, as set forth below.

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

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

BACKGROUND:

Federal and state law permit regional workforce boards to independently develop criteria for the selection and maintenance of Training Providers and Programs. In Region 23, the current process to become an approved Training Provider requires staff to evaluate an applicant's programmatic capabilities. The Training Provider program documentation passed the SFWIB staff review process and is presented to the GTC Council for a recommendation for Board approval. Below is the request(s) of existing Training Provider(s) program additions for review and approval of the Council.

Request(s) to add New Program(s) for Existing Training Provider(s)::

1. College of Business & Technology, Inc.

Request to Add a program(s) to existing locations:

Hiialeah Campus

- Air Conditioning, Refrigeration, and Heating Technology – Associate in Science Degree

Flagler Campus

- Air Conditioning, Refrigeration, and Heating Technology - Associate in Science Degree
- Networking Administration - Associate in Science Degree
- Electricity Technician - Diploma

2. The District Board of Trustees of Miami Dade College dba Miami Dade College

Request to Add a new program(s):

- Professional Pilot Technology - Associate in Science Degree
- Aviation Maintenance Management - Associate in Science Degree
- International Freight Transportation – College Credit Certificate

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Training Vendor Program Information for: College of Business and Technology - Flagler 8230 W. Flagler Street, Miami FL 33144

Note: ITAs are issued in accord with the SFWIB ITA Policy; the initial ITA may cover up to and including 50 percent of the program's maximum ITA amount; the subsequent ITA is issued upon the participant's arrival at the midpoint of the training program's life and may cover up to and including the remaining 50 percent of the program's maximum ITA amount. **Pell Grants:** All participants are required to apply for the Pell Grant and if Pell eligible and the program is a Pell eligible program, then the Pell Grant must be deducted from the total ITA amount. ITAs only cover up to one year of training and neither A.A. nor Bachelor degrees. **Refunds:** For guidance on issuing refunds, refer to the SFWIB Standardized Refund Policy. **Notice:** Case Managers shall advise participants that they may be required to obtain student loans and/or other grants to cover the cost of the program that they wish to enroll in if the ITA amount and the Pell Grant, if eligible for Pell, does not cover the full cost of the program. **SFWIB will not be responsible for any debts that the participant incurs.**

																			2017-2018 TOL Wage Rate			
Proposed Training Program	Credential	Location/Campus	Credit Hours	Clock Hours	Course Length (estimated in months)	Tuition Cost	Application Registration Fees Cost	Books Cost	Materials Cost	Uniforms Cost	Tools Cost	Testing Fees Cost	Certification Fees Cost	Licensing Fees Cost	Other Fees/ Costs	Total Program Costs	Pell Eligible (Yes/No)	CIP Code	2017-2018 TOL Related Occupations (SOC & Name)	Entry	Mean	Quadrant Category
AS Degree Program																						
Air Conditioning, Refrigeration and Heating Technology	AS Degree	Flagler	60	1065	20 months	\$29,880.00	\$150.00	\$1,820.00			\$815.00				\$2,017.00 lab/equipment fee \$120 - Student Services fee; \$100 - graduation fee	\$34,902.00	Yes	0615050100	49-9021 Heating, Air Conditioning, and Refrigeration Mechanics and Installers	\$12.03	\$19.63	HG/LW
Networking Administration	AS Degree	Flagler	68	1145	24months	\$33,864.00	\$150.00	\$3,702.00			\$464.73		\$943.00		\$2,265.00 lab/internet fee \$894.00 - Software Fees \$120 - Student Services fee; \$100 - graduation fee	\$42,502.73	Yes	0511090100	15-1142 - Network & Computer Systems Administrators	\$27.78	\$39.87	HG/HW
Diploma/Certificate Programs																						
Electricity Technician -	Diploma	Flagler	24	450	8 months	\$11,952.00	\$150.00	\$780.00			\$610.00				\$955.00 lab/equipment fee \$120 - Student Services fee; \$100 - graduation fee	\$14,667.00	Yes	0646030208	47-21111 - Electrician	\$12.05	\$24.41	HG/HW



COMMISSION FOR INDEPENDENT EDUCATION
PROVISIONAL LICENSE

This is to certify that
College of Business & Technology
8230 W. Flagler Street
Miami, Florida 33144
Is hereby licensed to offer postsecondary program(s) of instruction

Under the provisions of Chapter 1005, Florida Statutes and Chapter 6E, Florida Administrative Code for the period beginning:

5/25/2017

Samuel J Ferguson
Executive Director

3311
License Number

[Signature]
Commission Chairperson

This license is non-transferable, non-assumable, and shall be rendered null and void upon any change in ownership of the licensee.



Commission for Independent Education

Approved Data

College of Business & Technology (ID# 3311)

Corporation Data

Name: College of Business & Technology, Inc.
Foreign or Domestic: Domestic **Profit or Non Profit:** Profit

Address Data

8230 W. Flagler Street
 Miami, FL 33144
 Miami-Dade County

Contact Data

Contact: Ms. Mayra Nunez
Phone: (305) 273-4499 **Phone Ext:**
Fax: (786) 456-9958
E-Mail: Mayra.Nunez@cbt.edu
Web Site: www.cbt.edu

License Data

Lic #: 3311 **Campus Type:** Main
Lic Status: Provisional
Program Specialist: Brady Lyon
Annual Review Date: 3/31/2018

Accredited by:	Level of Accreditation:	Last Granted:	Renewal Date:	Next visit Scheduled:
ACICS	Institutional	08/26/2015	12/31/2021	01/01/2015

Program Title as Licensed:	Hours:		Degree Type:	Credential:
	Clock	Credit		
Air Conditioning and Refrigeration Technician	465	24		Diploma
Air Conditioning, Refrigeration, and Heating Technology	1065	60	AS	Associate in Science
Applied Management	720	72	AS	Associate in Science
Business Administration	1035	68	AS	Associate in Science
Computer Network Support Specialist	610	36		Diploma
Electrical Technology	1080	60	AS	Associate in Science
Electricity Technician	450	24		Diploma
Electronic Systems Technician - Low Voltage	465	24		Diploma
English as a Second Language	1080	36		Diploma
Networking Administration	1145	68	AS	Associate in Science
Office Management	375	24		Diploma

Brady Lyon
 Program Specialist
 Commission for Independent Education



College of Business & Technology (#3311)

8230 W. Flagler Street
Miami, FL 33144

[Map](#)

Contact: Mayra Nunez

Phone: (305) 273-4499

Fax: (786)456-9958

Email: Mayra.Nunez@cbt.edu

Website: www.cbt.edu

License Status: Provisional

Licensed Since: 8/4/2005

Other Locations

Institution Name	Location	Campus
College of Business & Technology	Miami Gardens	Branch
College of Business & Technology	Hialeah	Branch
College of Business & Technology	Miami	Main
College of Business & Technology	Miami	Branch
College of Business & Technology - Cutler Bay	Cutler Bay	Branch

Accreditation

Accredited By

[ACICS](#)

Level of Accreditation

Institutional

Note: Accreditation generally means that a college or school has been evaluated by a group of educators, and meets the accrediting agency's standards. This process is VOLUNTARY for the college; it is not "required". However, accreditation is required for financial aid eligibility, recognition of degrees or credits by employers or other colleges, universities, or schools, easy transfer of credits, acceptance into another school, and other education-related opportunities.

Be aware that some so-called "accrediting agencies" may not be recognized by the U.S. Department of Education, or may even be bogus! A current listing of recognized "accrediting agencies" may be found on the [U.S. Department of Education's web site](#). Check with this office before you send money to any college, even if it claims to be accredited.

Programs Offered

Program Title	Credential	Clock Hours	Credit Hours	CIP Code
Business Administration	Associate in Science	1035	68	0552020102
Networking Administration	Associate in Science	1150	68	0511090100
Air Conditioning and Refrigeration Technician	Diploma	465	24	0647020102
Air Conditioning, Refrigeration, and Heating Technology	Associate in Science	1065	60	0615050100
Electricity Technician	Diploma	450	24	0646030208

Standard Occupational Code	Occupational Title	# of Persons in EFM w / Qualifications	# of Persons in Training based on PY17-18	# of Jobs in EFM PY17-18	Help Wanted Jobs	Annual Openings Base on LMI Data 2016-2024	Demand / Supply Rate (Short-Term)	Demand / Supply Rate (Long-Term)	Annual Growth Percentage Change	PY17-18 Average Hourly Wage	Quadrant Category		Education Level
											Growth Category	Wage Category	
499021	Heating, A.C., and Refrigeration Mechanics and Installers	63	-	12	-	1,048	5.25	0.06	15.4%	18.04	High Growth	Low Wage	Postsecondary Vocational
499031	Home Appliance Repairers	9	-	-	-	164	N/A	0.05	6.6%	15.37	Low Growth	Low Wage	Postsecondary Vocational
499041	Industrial Machinery Mechanics	13	1	5	-	425	2.80	0.03	17.7%	22.20	High Growth	High Wage	Postsecondary Vocational
499043	Maintenance Workers, Machinery	14	-	10	-	57	1.40	0.25	17.1%	14.95	High Growth	Low Wage	Postsecondary Vocational
499051	Electrical Power-Line Installers and Repairers	8	-	-	-	248	N/A	0.03	2.8%	25.84	Low Growth	High Wage	Postsecondary Vocational
499052	Telecommunications Line Installers and Repairers	32	-	12	-	97	2.67	0.33	2.5%	20.99	Low Growth	High Wage	Postsecondary Vocational
499062	Medical Equipment Repairers	3	-	1	-	169	3.00	0.02	17.4%	16.04	High Growth	Low Wage	Postsecondary Vocational
499071	Maintenance and Repair Workers, General	293	25	43	444	3,489	0.65	0.09	8.6%	15.07	Low Growth	Low Wage	Postsecondary Vocational
499091	Vending and Amusement Machine Servicers & Repairers	5	-	-	-	22	N/A	0.23	1.0%	13.12	Low Growth	Low Wage	High School Diploma
499094	Locksmiths and Safe Repairers	1	-	-	-	273	N/A	0.00	-6.8%	14.82	Low Growth	Low Wage	Postsecondary Vocational
499097	Signal and Track Switch Repairers	-	-	-	-	7	N/A	0.00	10.0%	0.00	Low Growth	Low Wage	High School Diploma
499098	Helpers - Installation, Maintenance, and Repair Workers	143	8	8	-	400	18.88	0.38	9.8%	9.74	Low Growth	Low Wage	Less than High School
499099	Installation, Maintenance, and Repair Workers, All Other	22	39	1	-	328	61.00	0.19	10.2%	13.16	Low Growth	Low Wage	High School Diploma
511011	First-Line Superv. of Production and Operating Workers	191	1	14	172	509	1.03	0.38	2.3%	25.48	Low Growth	High Wage	Postsecondary Vocational
512021	Coil Winders, Tapers, and Finishers	1	-	1	-	8	1.00	0.13	5.8%	16.14	Low Growth	Low Wage	Less than High School
512022	Electrical and Electronic Equipment Assemblers	26	1	6	-	175	4.50	0.15	5.2%	14.04	Low Growth	Low Wage	Postsecondary Vocational
512041	Structural Metal Fabricators and Fitters	10	-	1	-	133	10.00	0.08	15.6%	15.16	High Growth	Low Wage	Postsecondary Vocational
512091	Fiberglass Laminators and Fabricators	3	-	-	-	32	N/A	0.09	-1.6%	11.83	Low Growth	Low Wage	Postsecondary Vocational
512092	Team Assemblers	57	-	23	-	1,131	2.48	0.05	3.0%	11.18	Low Growth	Low Wage	High School Diploma
512099	Assemblers and Fabricators, All Other	66	1	4	-	234	16.75	0.29	14.0%	9.89	High Growth	Low Wage	Postsecondary Vocational
513011	Bakers	88	-	9	-	753	9.78	0.12	11.6%	11.63	High Growth	Low Wage	Postsecondary Vocational
513021	Butchers and Meat Cutters	44	2	4	-	531	11.50	0.09	11.0%	12.62	High Growth	Low Wage	High School Diploma
513022	Meat, Poultry, and Fish Cutters and Trimmers	9	-	-	-	184	N/A	0.05	4.7%	10.01	Low Growth	Low Wage	Less than High School
513023	Slaughtering and Meat Packers	5	-	-	-	26	N/A	0.19	-2.3%	9.68	Low Growth	Low Wage	Postsecondary Vocational
513091	Food & Tobacco Baking and Drying Machine Operators	-	-	-	-	21	N/A	0.00	8.0%	12.38	Low Growth	Low Wage	Less than High School

**Training Vendor Program Information for: _College of Business and Technology - Hialeah
935 W. 49th Street, Hialeah FL 33012_____**

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																			2017-2018 TOL Wage Rate			
Proposed Training Program	Credential	Location/ Campus	Credit Hours	Clock Hours	Course Length (estimated in months)	Tuition Cost	Application Registration Fees Cost	Books Cost	Materials Cost	Uniforms Cost	Tools Cost	Testing Fees Cost	Certification Fees Cost	Licensing Fees Cost	Other Fees/ Costs	Total Program Costs	Pell Eligible (Yes/No)	CIP Code	2017-2018 TOL Related Occupations (SOC & Name)	Entry	Mean	Quadrant Category
AS Degree Program																						
Air Conditioning, Refrigeration and Heating Technology	AS Degree	Hialeah	60	1065	20 months	\$29,880.00	\$150.00	\$1,820.00			\$815.00				\$2,017.00 lab/equipment fee \$120 - Student Services fee, \$100 - graduation fee	\$34,902.00	Yes	0615050100	49-9021 Heating, Air Conditioning, and Refrigeration Mechanics and Installers	\$12.03	\$19.63	HG/LW



COMMISSION FOR INDEPENDENT EDUCATION
PROVISIONAL LICENSE

This is to certify that
College of Business & Technology
935 West 49th Street, Suite 100-108 and Second Floor
Hialeah, Florida 33012
Is hereby licensed to offer postsecondary program(s) of instruction

Under the provisions of Chapter 1005, Florida Statutes and Chapter 6E, Florida Administrative Code for the period beginning:

Samuel J Ferguson
Executive Director

5/25/2017
3311
License Number

[Signature]
Commission Chairperson

This license is non-transferable, non-assumable, and shall be rendered null and void upon any change in ownership of the licensee.



Commission for Independent Education

Approved Data

College of Business & Technology (ID# 3312)

Corporation Data

Name: College of Business & Technology, Inc.
 Foreign or Domestic: Domestic Profit or Non Profit: Profit

Address Data

935 West 49th Street, Suite 100-108 and Second Floor
 Hialeah, FL 33012
 Miami-Dade County

Contact Data

Contact: Ms. Muriel Gutierrez
 Phone: (305) 273-4499 Phone Ext:
 Fax: (305) 827-9955
 E-Mail: Muriel.Gutierrez@cbt.edu
 Web Site: www.cbt.edu

License Data

Lic #: 3311 Campus Type: Branch
 Lic Status: Provisional
 Program Specialist: Brady Lyon
 Annual Review Date: 3/31/2018

Accredited by:	Level of Accreditation:	Last Granted:	Renewal Date:	Next visit Scheduled:
ACICS	Institutional	08/26/2015	12/31/2021	09/15/2015

Program Title as Licensed:	Hours:		Degree Type:	Credential:
	Clock	Credit		
Air Conditioning and Refrigeration Technician	465	24		Diploma
Air Conditioning, Refrigeration, and Heating Technology	1065	60	AS	Associate in Science
Applied Management	720	72	AS	Associate in Science
Business Administration	1040	68	AS	Associate in Science
Computer Network Support Specialist	610	36		Diploma
Electrical Technology	1080	60	AS	Associate in Science
Electricity Technician	450	24		Diploma
Electronic Systems Technician - Low Voltage	465	24		Diploma
English as a Second Language	1080	36		Diploma
Networking Administration	1145	68	AS	Associate in Science
Office Management	380	24		Diploma

Brady Lyon
 Program Specialist
 Commission for Independent Education



College of Business & Technology (#3312)

935 West 49th Street, Suite 100-108 and Second Floor
Hialeah, FL 33012

[Map](#)

Contact: Muriel Gutierrez

Phone: (305) 273-4499

Fax: (305)827-9955

Email: Muriel.Gutierrez@cbt.edu

Website: www.cbt.edu

License Status: Provisional

Licensed Since: 4/1/2005

Other Locations

Institution Name	Location	Campus
College of Business & Technology	Miami Gardens	Branch
College of Business & Technology	Hialeah	Branch
College of Business & Technology	Miami	Main
College of Business & Technology	Miami	Branch
College of Business & Technology - Cutler Bay	Cutler Bay	Branch

Accreditation

Accredited By

[ACICS](#)

Level of Accreditation

Institutional

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Programs Offered

Program Title	Credential	Clock Hours	Credit Hours	CIP Code
Networking Administration	Associate in Science	1150	68	0511090100
Business Administration	Associate in Science	1040	68	0552020102
Air Conditioning and Refrigeration Technician	Diploma	465	24	0647020102
Air Conditioning, Refrigeration, and Heating Technology	Associate in Science	1065	60	0615050100
Electricity Technician	Diploma	450	24	0646030208

Standard Occupational Code	Occupational Title	# of Persons in EFM w / Qualifications	# of Persons in Training based on PY17-18	# of Jobs in EFM PY17-18	Help Wanted Jobs	Annual Openings Base on LMI Data 2016-2024	Demand / Supply Rate (Short-Term)	Demand / Supply Rate (Long-Term)	Annual Growth Percentage Change	PY17-18 Average Hourly Wage	Quadrant Category		Education Level
											Growth Category	Wage Category	
499021	Heating, A.C., and Refrigeration Mechanics and Installers	63	-	12	-	1,048	5.25	0.06	15.4%	18.04	High Growth	Low Wage	Postsecondary Vocational
499031	Home Appliance Repairers	9	-	-	-	164	N/A	0.05	6.6%	15.37	Low Growth	Low Wage	Postsecondary Vocational
499041	Industrial Machinery Mechanics	13	1	5	-	425	2.80	0.03	17.7%	22.20	High Growth	High Wage	Postsecondary Vocational
499043	Maintenance Workers, Machinery	14	-	10	-	57	1.40	0.25	17.1%	14.95	High Growth	Low Wage	Postsecondary Vocational
499051	Electrical Power-Line Installers and Repairers	8	-	-	-	248	N/A	0.03	2.8%	25.84	Low Growth	High Wage	Postsecondary Vocational
499052	Telecommunications Line Installers and Repairers	32	-	12	-	97	2.67	0.33	2.5%	20.99	Low Growth	High Wage	Postsecondary Vocational
499062	Medical Equipment Repairers	3	-	1	-	169	3.00	0.02	17.4%	16.04	High Growth	Low Wage	Postsecondary Vocational
499071	Maintenance and Repair Workers, General	293	25	43	444	3,489	0.65	0.09	8.6%	15.07	Low Growth	Low Wage	Postsecondary Vocational
499091	Vending and Amusement Machine Servicers & Repairers	5	-	-	-	22	N/A	0.23	1.0%	13.12	Low Growth	Low Wage	High School Diploma
499094	Locksmiths and Safe Repairers	1	-	-	-	273	N/A	0.00	-6.8%	14.82	Low Growth	Low Wage	Postsecondary Vocational
499097	Signal and Track Switch Repairers	-	-	-	-	7	N/A	0.00	10.0%	0.00	Low Growth	Low Wage	High School Diploma
499098	Helpers - Installation, Maintenance, and Repair Workers	143	8	8	-	400	18.88	0.38	9.8%	9.74	Low Growth	Low Wage	Less than High School
499099	Installation, Maintenance, and Repair Workers, All Other	22	39	1	-	328	61.00	0.19	10.2%	13.16	Low Growth	Low Wage	High School Diploma
511011	First-Line Superv. of Production and Operating Workers	191	1	14	172	509	1.03	0.38	2.3%	25.48	Low Growth	High Wage	Postsecondary Vocational
512021	Coil Winders, Tapers, and Finishers	1	-	1	-	8	1.00	0.13	5.8%	16.14	Low Growth	Low Wage	Less than High School
512022	Electrical and Electronic Equipment Assemblers	26	1	6	-	175	4.50	0.15	5.2%	14.04	Low Growth	Low Wage	Postsecondary Vocational
512041	Structural Metal Fabricators and Fitters	10	-	1	-	133	10.00	0.08	15.6%	15.16	High Growth	Low Wage	Postsecondary Vocational
512091	Fiberglass Laminators and Fabricators	3	-	-	-	32	N/A	0.09	-1.6%	11.83	Low Growth	Low Wage	Postsecondary Vocational
512092	Team Assemblers	57	-	23	-	1,131	2.48	0.05	3.0%	11.18	Low Growth	Low Wage	High School Diploma
512099	Assemblers and Fabricators, All Other	66	1	4	-	234	16.75	0.29	14.0%	9.89	High Growth	Low Wage	Postsecondary Vocational
513011	Bakers	88	-	9	-	753	9.78	0.12	11.6%	11.63	High Growth	Low Wage	Postsecondary Vocational
513021	Butchers and Meat Cutters	44	2	4	-	531	11.50	0.09	11.0%	12.62	High Growth	Low Wage	High School Diploma
513022	Meat, Poultry, and Fish Cutters and Trimmers	9	-	-	-	184	N/A	0.05	4.7%	10.01	Low Growth	Low Wage	Less than High School
513023	Slaughtering and Meat Packers	5	-	-	-	26	N/A	0.19	-2.3%	9.68	Low Growth	Low Wage	Postsecondary Vocational
513091	Food & Tobacco Baking and Drying Machine Operators	-	-	-	-	21	N/A	0.00	8.0%	12.38	Low Growth	Low Wage	Less than High School

2017-18 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 23 - Miami-Dade and Monroe Counties

Workforce Estimating Conference Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 25 annual openings and positive growth
- 3 Mean Wage of \$14.76/hour and Entry Wage of \$12.00/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$23.13/hour and Entry Wage of \$14.76/hour

SOC Code†	HSHW††	Occupational Title†	Annual		2016 Hourly Wage		FLDOE Training Code	In EFI Targeted Industry?	Data Source†††
			Percent Growth	Annual Openings	Mean	Entry			
132011	HSHW	Accountants and Auditors	1.72	628	35.21	21.91	5	Yes	R
113011	HSHW	Administrative Services Managers	1.44	51	59.92	34.06	4	Yes	R
413011		Advertising Sales Agents	0.51	468	27.07	13.34	3	Yes	S
493011	HSHW	Aircraft Mechanics and Service Technicians	0.92	114	27.61	16.96	3	Yes	R
532011	HSHW	Airline Pilots, Copilots, and Flight Engineers	NR	NR	91.02	51.72	4	Yes	R
119041	HSHW	Architectural and Engineering Managers	2.00	49	64.35	38.19	5	Yes	R
274011		Audio and Video Equipment Technicians	1.69	40	18.95	13.15	4	Yes	R
493021		Automotive Body and Related Repairers	1.31	46	18.14	12.09	3	No	R
493023		Automotive Service Technicians and Mechanics	1.15	2,014	18.92	11.84	3	No	S
472021		Brickmasons and Blockmasons	3.22	180	17.35	13.47	3	No	S
493031		Bus and Truck Mechanics and Diesel Engine Specialists	1.62	44	23.34	14.66	3	Yes	R
533021		Bus Drivers, Transit and Intercity	1.09	43	20.33	13.95	3	Yes	R
131199	HSHW	Business Operations Specialists, All Other	1.47	291	31.72	18.19	4	No	R
251011	HSHW	Business Teachers, Postsecondary	1.55	26	60.56	27.75	5	No	R
535021	HSHW	Captains, Mates, and Pilots of Water Vessels	1.06	28	35.86	19.54	3	Yes	R
292031		Cardiovascular Technologists and Technicians	2.50	34	22.59	14.14	3	Yes	R
435011		Cargo and Freight Agents	1.80	149	20.67	12.96	3	Yes	R
472031		Carpenters	1.79	1,780	17.93	12.24	3	No	S
472051		Cement Masons and Concrete Finishers	2.70	497	16.88	12.30	3	No	S
351011	HSHW	Chefs and Head Cooks	1.51	45	26.98	16.42	3	No	R
111011	HSHW	Chief Executives	0.81	81	103.56	53.22	5	Yes	R
172051	HSHW	Civil Engineers	2.31	124	44.34	27.45	5	Yes	R
131031	HSHW	Claims Adjusters, Examiners, and Investigators	0.63	79	28.04	17.92	3	Yes	R
532012	HSHW	Commercial Pilots	0.98	38	54.93	26.11	3	Yes	R
131041	HSHW	Compliance Officers	0.20	57	35.32	22.58	3	No	R
113021	HSHW	Computer and Information Systems Managers	2.04	48	69.26	46.59	5	Yes	R
151143	HSHW	Computer Network Architects	1.79	48	34.90	23.75	3	Yes	R
151152	HSHW	Computer Network Support Specialists	1.70	34	28.01	18.72	3	Yes	R
151121	HSHW	Computer Systems Analysts	2.97	103	47.45	25.92	4	Yes	R
151151	HSHW	Computer User Support Specialists	1.86	134	24.02	15.18	3	Yes	R
474011	HSHW	Construction and Building Inspectors	2.58	68	30.87	20.86	3	No	R
119021	HSHW	Construction Managers	1.53	116	46.86	24.93	4	No	R
333012	HSHW	Correctional Officers and Jailers	0.70	179	27.32	17.99	3	No	R
131051	HSHW	Cost Estimators	1.66	66	24.54	15.70	4	No	R
132041	HSHW	Credit Analysts	0.95	27	36.11	22.81	3	Yes	R
151141	HSHW	Database Administrators	1.66	29	40.25	25.42	4	Yes	R
319091		Dental Assistants	2.10	817	17.71	12.92	3	Yes	S
292021	HSHW	Dental Hygienists	2.04	41	27.87	21.45	4	Yes	R
292032	HSHW	Diagnostic Medical Sonographers	3.20	41	29.15	21.44	3	Yes	R
119032	HSHW	Education Administrators, Elementary and Secondary	1.80	28	46.11	32.58	5	No	R
499051	HSHW	Electrical Power-Line Installers and Repairers	0.35	30	25.62	16.69	3	No	R
472111		Electricians	1.85	142	24.41	12.05	3	No	R
252021	HSHW	Elementary School Teachers, Except Special Education	1.82	320	31.83	24.69	5	No	R
436011	HSHW	Executive Secretaries and Executive Admin. Assistants	0.07	85	26.04	18.32	3	Yes	R
132051	HSHW	Financial Analysts	1.44	62	41.06	24.05	5	Yes	R
113031	HSHW	Financial Managers	1.43	124	75.11	43.69	5	Yes	R
332011	HSHW	Firefighters	1.19	148	35.86	24.32	3	No	R
371012		First-Line Superv. Landscaping & Groundskeeping Workers	1.38	39	20.72	14.66	3	No	R
471011	HSHW	First-Line Superv. of Construction and Extraction Workers	2.24	134	31.30	20.72	4	No	R

2017-18 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 23 - Miami-Dade and Monroe Counties

Workforce Estimating Conference Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 25 annual openings and positive growth
- 3 Mean Wage of \$14.76/hour and Entry Wage of \$12.00/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$23.13/hour and Entry Wage of \$14.76/hour

SOC Code†	HSHW††	Occupational Title†	Annual		2016 Hourly Wage		FLDOE Training Code	In EFI Targeted Industry?	Data Source†††
			Percent Growth	Annual Openings	Mean	Entry			
331021	HSHW	First-Line Superv. of Fire Fighting and Prevention Workers	1.17	34	54.09	42.19	3	No	R
371011		First-Line Superv. of Housekeeping & Janitorial Workers	1.47	412	17.84	12.12	3	No	S
531031	HSHW	First-Line Superv. of Material-Moving Vehicle Operators	1.47	78	28.12	15.93	3	Yes	R
491011	HSHW	First-Line Superv. of Mechanics, Installers, and Repairers	1.07	113	29.53	18.71	3	No	R
431011	HSHW	First-Line Superv. of Office and Admin. Support Workers	1.26	396	27.33	18.07	4	Yes	R
511011	HSHW	First-Line Superv. of Production and Operating Workers	0.29	64	26.96	17.79	3	Yes	R
411012	HSHW	First-Line Supervisors of Non-Retail Sales Workers	1.09	161	49.82	24.02	4	Yes	R
391021		First-Line Supervisors of Personal Service Workers	1.58	63	20.75	12.72	3	No	R
331012	HSHW	First-Line Supervisors of Police and Detectives	0.86	35	53.90	40.97	4	No	R
411011		First-Line Supervisors of Retail Sales Workers	1.07	511	22.11	15.02	3	No	R
119051	HSHW	Food Service Managers	1.20	59	36.95	24.83	4	No	R
111021	HSHW	General and Operations Managers	1.42	460	68.94	34.40	4	Yes	R
271024		Graphic Designers	0.60	70	22.94	13.39	4	Yes	R
292099		Health Technologists and Technicians, All Other	1.62	46	19.35	13.16	3	Yes	R
499021		Heating, A.C., and Refrigeration Mechanics and Installers	1.93	131	19.63	12.03	3	No	R
533032		Heavy and Tractor-Trailer Truck Drivers	1.14	269	18.65	12.89	3	Yes	R
113121	HSHW	Human Resources Managers	1.57	29	58.99	37.11	5	Yes	R
131071	HSHW	Human Resources Specialists	1.18	143	29.02	18.24	5	No	R
172112	HSHW	Industrial Engineers	0.62	29	32.04	19.42	5	Yes	R
499041	HSHW	Industrial Machinery Mechanics	2.22	53	23.33	15.34	3	Yes	R
151122	HSHW	Information Security Analysts	2.74	163	41.03	25.69	3	Yes	S
413021	HSHW	Insurance Sales Agents	1.13	157	39.73	18.73	3	Yes	R
271025		Interior Designers	1.54	36	24.22	13.05	4	Yes	R
252012	HSHW	Kindergarten Teachers, Except Special Education	1.75	58	29.50	21.86	5	No	R
436012		Legal Secretaries	0.18	49	22.24	14.13	3	Yes	R
292061		Licensed Practical and Licensed Vocational Nurses	1.84	224	21.51	17.15	3	Yes	R
434131		Loan Interviewers and Clerks	1.18	51	18.95	12.72	3	Yes	R
132072	HSHW	Loan Officers	1.15	84	48.93	21.60	4	Yes	R
119081	HSHW	Lodging Managers	1.15	27	45.43	22.53	4	No	R
131081	HSHW	Logisticians	2.34	41	30.92	21.18	5	Yes	R
514041		Machinists	1.44	414	18.84	12.59	3	Yes	S
131111	HSHW	Management Analysts	2.66	231	46.82	22.48	5	Yes	R
131161	HSHW	Market Research Analysts and Marketing Specialists	2.68	163	32.29	17.90	5	Yes	R
112021	HSHW	Marketing Managers	1.87	52	58.18	29.95	5	Yes	R
319011		Massage Therapists	2.41	455	20.90	11.86	3	No	S
172141	HSHW	Mechanical Engineers	1.81	28	34.70	23.27	5	Yes	R
292012		Medical and Clinical Laboratory Technicians	2.25	45	17.94	13.34	4	Yes	R
292011	HSHW	Medical and Clinical Laboratory Technologists	1.29	44	30.53	24.90	4	Yes	R
119111	HSHW	Medical and Health Services Managers	2.32	85	56.59	34.00	5	Yes	R
319092		Medical Assistants	2.99	2,451	14.94	12.08	3	Yes	S
292071		Medical Records and Health Information Technicians	1.88	70	20.60	12.97	4	Yes	R
436013		Medical Secretaries	2.13	104	16.03	12.46	3	Yes	R
131121		Meeting, Convention, and Event Planners	2.09	239	22.54	13.52	4	No	S
252022	HSHW	Middle School Teachers, Exc. Special & Voc. Education	1.82	118	32.63	24.43	5	No	R
493042	HSHW	Mobile Heavy Equipment Mechanics, Except Engines	1.19	26	23.37	15.61	3	Yes	R
151142	HSHW	Network and Computer Systems Administrators	1.42	67	39.87	27.78	4	Yes	R
472073		Operating Engineers/Construction Equipment Operators	1.80	56	18.27	13.16	3	No	R
292081	HSHW	Opticians, Dispensing	2.59	40	23.25	14.99	4	Yes	R
232011	HSHW	Paralegals and Legal Assistants	1.46	177	28.47	18.24	3	Yes	R

2017-18 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 23 - Miami-Dade and Monroe Counties

Workforce Estimating Conference Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 25 annual openings and positive growth
- 3 Mean Wage of \$14.76/hour and Entry Wage of \$12.00/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$23.13/hour and Entry Wage of \$14.76/hour

SOC Code†	HSHW††	Occupational Title†	Annual		2016 Hourly Wage		FLDOE Training Code	In EFI Targeted Industry?	Data Source†††
			Percent Growth	Annual Openings	Mean	Entry			
132052	HSHW	Personal Financial Advisors	3.33	162	64.49	32.17	5	Yes	R
319097		Phlebotomists	2.44	355	14.61	11.87	3	Yes	S
312021	HSHW	Physical Therapist Assistants	3.72	302	30.50	23.65	4	Yes	S
291071	HSHW	Physician Assistants	3.13	34	51.97	40.89	5	Yes	R
472152		Plumbers, Pipefitters, and Steamfitters	1.74	55	20.48	14.06	3	No	R
333051	HSHW	Police and Sheriff's Patrol Officers	1.17	366	35.94	26.66	3	No	R
272012	HSHW	Producers and Directors	1.09	79	43.47	22.61	5	No	R
119141		Property, Real Estate & Community Association Managers	1.18	186	26.18	14.13	4	No	R
273031	HSHW	Public Relations Specialists	1.11	59	28.89	18.32	5	Yes	R
131023	HSHW	Purchasing Agents, Except Farm Products & Trade	0.95	89	28.32	17.90	4	Yes	R
292034	HSHW	Radiologic Technologists	1.54	76	26.39	18.44	3	Yes	R
291141	HSHW	Registered Nurses	1.80	1,107	32.98	25.48	4	Yes	R
291126	HSHW	Respiratory Therapists	1.17	48	25.94	20.74	4	Yes	R
472181		Roofers	2.53	813	15.77	11.79	3	No	S
112022	HSHW	Sales Managers	1.11	94	69.67	31.86	5	Yes	R
414011	HSHW	Sales Representatives, Wholesale & Mfg, Tech. & Sci. Prod.	0.77	116	38.70	16.26	3	Yes	R
414012		Sales Representatives, Wholesale and Manufacturing, Other	1.11	3,136	28.67	12.52	3	Yes	S
252031	HSHW	Secondary School Teachers, Exc. Special and Voc. Ed.	1.83	250	36.23	26.76	5	No	R
413031	HSHW	Securities and Financial Services Sales Agents	1.43	134	50.33	18.94	5	Yes	R
492098		Security and Fire Alarm Systems Installers	1.96	26	18.33	13.37	3	No	R
472211		Sheet Metal Workers	1.47	29	17.47	12.33	3	No	R
119151	HSHW	Social and Community Service Managers	1.87	176	37.53	24.69	4	No	S
211093		Social and Human Service Assistants	1.17	90	16.56	12.49	3	No	R
151132	HSHW	Software Developers, Applications	2.11	128	36.58	27.14	4	Yes	R
151133	HSHW	Software Developers, Systems Software	1.99	34	42.91	28.67	5	Yes	R
292055		Surgical Technologists	2.01	209	20.11	15.78	3	Yes	S
492022		Telecommunications Equipment Installers and Repairers	0.70	47	25.66	13.34	3	Yes	R
131151	HSHW	Training and Development Specialists	1.65	71	30.25	19.27	5	Yes	R
113071	HSHW	Transportation, Storage, and Distribution Managers	1.15	28	45.76	26.70	4	Yes	R
251194	HSHW	Vocational Education Teachers, Postsecondary	1.21	51	30.61	16.75	4	No	R
252032	HSHW	Vocational Education Teachers, Secondary School	1.19	79	33.80	26.98	5	No	R
151134	HSHW	Web Developers	2.69	38	30.12	20.99	3	Yes	R
514121		Welders, Cutters, Solderers, and Brazers	0.83	44	18.37	12.63	3	Yes	R
131022	HSHW	Wholesale and Retail Buyers, Except Farm Products	1.29	48	33.95	17.98	4	Yes	R

†SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

††HSHW = High Skill/High Wage.

†††Data Source:

R = Meets regional wage and openings criteria based on state Labor Market Statistics employer survey data. Regional data are shown.

S = Meets statewide wage and openings criteria based on state Labor Market Statistics employer survey data. Statewide data are shown.

NR = Not releasable.

EFI - Enterprise Florida, Inc.

Training Vendor Program Information for: Miami Dade College

Note: ITAs are issued in accord with the SFWIB ITA Policy; the initial ITA may cover up to and including 50 percent of the program's maximum ITA amount; the subsequent ITA is issued upon the participant's arrival at the midpoint of the training program's life and may cover up to and including the remaining 50 percent of the program's maximum ITA amount. **Pell Grants:** All participants are required to apply for the Pell Grant and if Pell eligible and the program is a Pell eligible program, then the Pell Grant must be deducted from the total ITA amount. ITAs only cover up to one year of training and neither A.A. nor Bachelor degrees. **Refunds:** For guidance on issuing refunds, refer to the SFWIB Standardized Refund Policy. **Notice:** Case Managers shall advise participants that they may be required to obtain student loans and/or other grants to cover the cost of the program that they wish to enroll in if the ITA amount and the Pell Grant, if eligible for Pell, does not cover the full cost of the program. **SFWIB will not be responsible for any debts that the participant incurs.**

																			2017-2018 TOL Wage Rate			
Proposed Training Program	Credential	Location/ Campus	Credit Hours	Clock Hours	Course Length (estimated in months)	Tuition Cost	Application Registration Fees Cost	Books Cost	Materials Cost	Uniforms Cost	Tools Cost	Testing Fees Cost	Certification Fees Cost	Licensing Fees Cost	Other Fees/ Costs	Total Program Costs	Pell Eligible (Yes/No)	CIP Code	2017-2018 TOL Related Occupations (SOC & Name)	Entry	Mean	Quadrant Category
AS Degree Program																						
Professional Pilot Technology	A.S. Degree	500 College Ter/Homestead Campus	64	N/A	24	\$7,566.08	N/A	\$2,000	N/A	N/A	N/A	\$3,250	\$37,596	N/A	N/A	\$50,412.08	Yes	1649010200	532011- Airlines Pilots, Copilots and Flight Engineers	\$51.72	\$91.02	high skill / high wage
Aviation Maintenance Management	A.S. Degree	500 College Ter/Homestead Campus	83	N/A	18	\$4,492.36	N/A	\$900	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$5,392.36	Yes	1649010401	493011- Aircraft Mechanics and Service Technicians	\$16.96	\$27.61	low growth/high wage
Diploma/Certificate Programs																						
International Freight Transportation	Credit College Certificate	500 College Ter/Homestead Campus	15	N/A	4	\$1,773.30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$1,773.30	Yes	0652020302	131081- Logisticians	\$21.18	\$30.92	high growth/high wage
International Freight Transportation	Credit College Certificate	500 College Ter/Homestead Campus	15	N/A	4	\$1,773.30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$1,773.30	Yes	0652020302	435011 - Cargo and Freight Agents	\$12.96	\$20.67	high growth/low wage
International Freight Transportation	Credit College Certificate	500 College Ter/Homestead Campus	15	N/A	4	\$1,773.30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$1,773.30	Yes	0652020302	531031- First Line Supervisors of Transportation	\$15.93	\$28.12	high growth/high wage

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Mean Wage of \$23.13/hour and Entry Wage of \$14.76/hour

SOC Code†	HSHW††	Occupational Title†	Annual	Annual	2016 Hourly Wage		FLDOE	In EFI	Data
			Percent		Openings	Mean			
			Growth				Code	Industry?	
132011	HSHW	Accountants and Auditors	1.72	628	35.21	21.91	5	Yes	R
113011	HSHW	Administrative Services Managers	1.44	51	59.92	34.06	4	Yes	R
413011		Advertising Sales Agents	0.51	468	27.07	13.34	3	Yes	S
493011	HSHW	Aircraft Mechanics and Service Technicians	0.92	114	27.61	16.96	3	Yes	R
532011	HSHW	Airline Pilots, Copilots, and Flight Engineers	NR	NR	91.02	51.72	4	Yes	R
119041	HSHW	Architectural and Engineering Managers	2.00	49	64.35	38.19	5	Yes	R
274011		Audio and Video Equipment Technicians	1.69	40	18.95	13.15	4	Yes	R
493021		Automotive Body and Related Repairers	1.31	46	18.14	12.09	3	No	R
493023		Automotive Service Technicians and Mechanics	1.15	2,014	18.92	11.84	3	No	S
472021		Brickmasons and Blockmasons	3.22	180	17.35	13.47	3	No	S
493031		Bus and Truck Mechanics and Diesel Engine Specialists	1.62	44	23.34	14.66	3	Yes	R
533021		Bus Drivers, Transit and Intercity	1.09	43	20.33	13.95	3	Yes	R
131199	HSHW	Business Operations Specialists, All Other	1.47	291	31.72	18.19	4	No	R
251011	HSHW	Business Teachers, Postsecondary	1.55	26	60.56	27.75	5	No	R
535021	HSHW	Captains, Mates, and Pilots of Water Vessels	1.06	28	35.86	19.54	3	Yes	R
292031		Cardiovascular Technologists and Technicians	2.50	34	22.59	14.14	3	Yes	R
435011		Cargo and Freight Agents	1.80	149	20.67	12.96	3	Yes	R
472031		Carpenters	1.79	1,780	17.93	12.24	3	No	S
472051		Cement Masons and Concrete Finishers	2.70	497	16.88	12.30	3	No	S
351011	HSHW	Chefs and Head Cooks	1.51	45	26.98	16.42	3	No	R
111011	HSHW	Chief Executives	0.81	81	103.56	53.22	5	Yes	R
172051	HSHW	Civil Engineers	2.31	124	44.34	27.45	5	Yes	R
131031	HSHW	Claims Adjusters, Examiners, and Investigators	0.63	79	28.04	17.92	3	Yes	R
532012	HSHW	Commercial Pilots	0.98	38	54.93	26.11	3	Yes	R
131041	HSHW	Compliance Officers	0.20	57	35.32	22.58	3	No	R
113021	HSHW	Computer and Information Systems Managers	2.04	48	69.26	46.59	5	Yes	R
151143	HSHW	Computer Network Architects	1.79	48	34.90	23.75	3	Yes	R
151152	HSHW	Computer Network Support Specialists	1.70	34	28.01	18.72	3	Yes	R
151121	HSHW	Computer Systems Analysts	2.97	103	47.45	25.92	4	Yes	R
151151	HSHW	Computer User Support Specialists	1.86	134	24.02	15.18	3	Yes	R
474011	HSHW	Construction and Building Inspectors	2.58	68	30.87	20.86	3	No	R
119021	HSHW	Construction Managers	1.53	116	46.86	24.93	4	No	R
333012	HSHW	Correctional Officers and Jailers	0.70	179	27.32	17.99	3	No	R
131051	HSHW	Cost Estimators	1.66	66	24.54	15.70	4	No	R
132041	HSHW	Credit Analysts	0.95	27	36.11	22.81	3	Yes	R
151141	HSHW	Database Administrators	1.66	29	40.25	25.42	4	Yes	R
319091		Dental Assistants	2.10	817	17.71	12.92	3	Yes	S
292021	HSHW	Dental Hygienists	2.04	41	27.87	21.45	4	Yes	R
292032	HSHW	Diagnostic Medical Sonographers	3.20	41	29.15	21.44	3	Yes	R
119032	HSHW	Education Administrators, Elementary and Secondary	1.80	28	46.11	32.58	5	No	R
499051	HSHW	Electrical Power-Line Installers and Repairers	0.35	30	25.62	16.69	3	No	R
472111		Electricians	1.85	142	24.41	12.05	3	No	R
252021	HSHW	Elementary School Teachers, Except Special Education	1.82	320	31.83	24.69	5	No	R
436011	HSHW	Executive Secretaries and Executive Admin. Assistants	0.07	85	26.04	18.32	3	Yes	R
132051	HSHW	Financial Analysts	1.44	62	41.06	24.05	5	Yes	R
113031	HSHW	Financial Managers	1.43	124	75.11	43.69	5	Yes	R
332011	HSHW	Firefighters	1.19	148	35.86	24.32	3	No	R
371012		First-Line Superv. Landscaping & Groundskeeping Workers	1.38	39	20.72	14.66	3	No	R
471011	HSHW	First-Line Superv. of Construction and Extraction Workers	2.24	134	31.30	20.72	4	No	R

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Mean Wage of \$23.13/hour and Entry Wage of \$14.76/hour

SOC Code†	HSHW††	Occupational Title†	Annual	Annual	2016 Hourly Wage		FLDOE	In EFI	Data
			Percent		Openings	Mean			
			Growth				Code	Industry?	
331021	HSHW	First-Line Superv. of Fire Fighting and Prevention Workers	1.17	34	54.09	42.19	3	No	R
371011		First-Line Superv. of Housekeeping & Janitorial Workers	1.47	412	17.84	12.12	3	No	S
531031	HSHW	First-Line Superv. of Material-Moving Vehicle Operators	1.47	78	28.12	15.93	3	Yes	R
491011	HSHW	First-Line Superv. of Mechanics, Installers, and Repairers	1.07	113	29.53	18.71	3	No	R
431011	HSHW	First-Line Superv. of Office and Admin. Support Workers	1.26	396	27.33	18.07	4	Yes	R
511011	HSHW	First-Line Superv. of Production and Operating Workers	0.29	64	26.96	17.79	3	Yes	R
411012	HSHW	First-Line Supervisors of Non-Retail Sales Workers	1.09	161	49.82	24.02	4	Yes	R
391021		First-Line Supervisors of Personal Service Workers	1.58	63	20.75	12.72	3	No	R
331012	HSHW	First-Line Supervisors of Police and Detectives	0.86	35	53.90	40.97	4	No	R
411011		First-Line Supervisors of Retail Sales Workers	1.07	511	22.11	15.02	3	No	R
119051	HSHW	Food Service Managers	1.20	59	36.95	24.83	4	No	R
111021	HSHW	General and Operations Managers	1.42	460	68.94	34.40	4	Yes	R
271024		Graphic Designers	0.60	70	22.94	13.39	4	Yes	R
292099		Health Technologists and Technicians, All Other	1.62	46	19.35	13.16	3	Yes	R
499021		Heating, A.C., and Refrigeration Mechanics and Installers	1.93	131	19.63	12.03	3	No	R
533032		Heavy and Tractor-Trailer Truck Drivers	1.14	269	18.65	12.89	3	Yes	R
113121	HSHW	Human Resources Managers	1.57	29	58.99	37.11	5	Yes	R
131071	HSHW	Human Resources Specialists	1.18	143	29.02	18.24	5	No	R
172112	HSHW	Industrial Engineers	0.62	29	32.04	19.42	5	Yes	R
499041	HSHW	Industrial Machinery Mechanics	2.22	53	23.33	15.34	3	Yes	R
151122	HSHW	Information Security Analysts	2.74	163	41.03	25.69	3	Yes	S
413021	HSHW	Insurance Sales Agents	1.13	157	39.73	18.73	3	Yes	R
271025		Interior Designers	1.54	36	24.22	13.05	4	Yes	R
252012	HSHW	Kindergarten Teachers, Except Special Education	1.75	58	29.50	21.86	5	No	R
436012		Legal Secretaries	0.18	49	22.24	14.13	3	Yes	R
292061		Licensed Practical and Licensed Vocational Nurses	1.84	224	21.51	17.15	3	Yes	R
434131		Loan Interviewers and Clerks	1.18	51	18.95	12.72	3	Yes	R
132072	HSHW	Loan Officers	1.15	84	48.93	21.60	4	Yes	R
119081	HSHW	Lodging Managers	1.15	27	45.43	22.53	4	No	R
131081	HSHW	Logisticians	2.34	41	30.92	21.18	5	Yes	R
514041		Machinists	1.44	414	18.84	12.59	3	Yes	S
131111	HSHW	Management Analysts	2.66	231	46.82	22.48	5	Yes	R
131161	HSHW	Market Research Analysts and Marketing Specialists	2.68	163	32.29	17.90	5	Yes	R
112021	HSHW	Marketing Managers	1.87	52	58.18	29.95	5	Yes	R
319011		Massage Therapists	2.41	455	20.90	11.86	3	No	S
172141	HSHW	Mechanical Engineers	1.81	28	34.70	23.27	5	Yes	R
292012		Medical and Clinical Laboratory Technicians	2.25	45	17.94	13.34	4	Yes	R
292011	HSHW	Medical and Clinical Laboratory Technologists	1.29	44	30.53	24.90	4	Yes	R
119111	HSHW	Medical and Health Services Managers	2.32	85	56.59	34.00	5	Yes	R
319092		Medical Assistants	2.99	2,451	14.94	12.08	3	Yes	S
292071		Medical Records and Health Information Technicians	1.88	70	20.60	12.97	4	Yes	R
436013		Medical Secretaries	2.13	104	16.03	12.46	3	Yes	R
131121		Meeting, Convention, and Event Planners	2.09	239	22.54	13.52	4	No	S
252022	HSHW	Middle School Teachers, Exc. Special & Voc. Education	1.82	118	32.63	24.43	5	No	R
493042	HSHW	Mobile Heavy Equipment Mechanics, Except Engines	1.19	26	23.37	15.61	3	Yes	R
151142	HSHW	Network and Computer Systems Administrators	1.42	67	39.87	27.78	4	Yes	R
472073		Operating Engineers/Construction Equipment Operators	1.80	56	18.27	13.16	3	No	R
292081	HSHW	Opticians, Dispensing	2.59	40	23.25	14.99	4	Yes	R
232011	HSHW	Paralegals and Legal Assistants	1.46	177	28.47	18.24	3	Yes	R

2017-18 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 23 - Miami-Dade and Monroe Counties

Workforce Estimating Conference Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 25 annual openings and positive growth
- 3 Mean Wage of \$14.76/hour and Entry Wage of \$12.00/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$23.13/hour and Entry Wage of \$14.76/hour

SOC Code†	HSHW††	Occupational Title†	Annual	Annual	2016 Hourly Wage		FLDOE	In EFI	Data
			Percent		Openings	Mean			
			Growth				Code	Industry?	
132052	HSHW	Personal Financial Advisors	3.33	162	64.49	32.17	5	Yes	R
319097		Phlebotomists	2.44	355	14.61	11.87	3	Yes	S
312021	HSHW	Physical Therapist Assistants	3.72	302	30.50	23.65	4	Yes	S
291071	HSHW	Physician Assistants	3.13	34	51.97	40.89	5	Yes	R
472152		Plumbers, Pipefitters, and Steamfitters	1.74	55	20.48	14.06	3	No	R
333051	HSHW	Police and Sheriff's Patrol Officers	1.17	366	35.94	26.66	3	No	R
272012	HSHW	Producers and Directors	1.09	79	43.47	22.61	5	No	R
119141		Property, Real Estate & Community Association Managers	1.18	186	26.18	14.13	4	No	R
273031	HSHW	Public Relations Specialists	1.11	59	28.89	18.32	5	Yes	R
131023	HSHW	Purchasing Agents, Except Farm Products & Trade	0.95	89	28.32	17.90	4	Yes	R
292034	HSHW	Radiologic Technologists	1.54	76	26.39	18.44	3	Yes	R
291141	HSHW	Registered Nurses	1.80	1,107	32.98	25.48	4	Yes	R
291126	HSHW	Respiratory Therapists	1.17	48	25.94	20.74	4	Yes	R
472181		Roofers	2.53	813	15.77	11.79	3	No	S
112022	HSHW	Sales Managers	1.11	94	69.67	31.86	5	Yes	R
414011	HSHW	Sales Representatives, Wholesale & Mfg, Tech. & Sci. Prod.	0.77	116	38.70	16.26	3	Yes	R
414012		Sales Representatives, Wholesale and Manufacturing, Other	1.11	3,136	28.67	12.52	3	Yes	S
252031	HSHW	Secondary School Teachers, Exc. Special and Voc. Ed.	1.83	250	36.23	26.76	5	No	R
413031	HSHW	Securities and Financial Services Sales Agents	1.43	134	50.33	18.94	5	Yes	R
492098		Security and Fire Alarm Systems Installers	1.96	26	18.33	13.37	3	No	R
472211		Sheet Metal Workers	1.47	29	17.47	12.33	3	No	R
119151	HSHW	Social and Community Service Managers	1.87	176	37.53	24.69	4	No	S
211093		Social and Human Service Assistants	1.17	90	16.56	12.49	3	No	R
151132	HSHW	Software Developers, Applications	2.11	128	36.58	27.14	4	Yes	R
151133	HSHW	Software Developers, Systems Software	1.99	34	42.91	28.67	5	Yes	R
292055		Surgical Technologists	2.01	209	20.11	15.78	3	Yes	S
492022		Telecommunications Equipment Installers and Repairers	0.70	47	25.66	13.34	3	Yes	R
131151	HSHW	Training and Development Specialists	1.65	71	30.25	19.27	5	Yes	R
113071	HSHW	Transportation, Storage, and Distribution Managers	1.15	28	45.76	26.70	4	Yes	R
251194	HSHW	Vocational Education Teachers, Postsecondary	1.21	51	30.61	16.75	4	No	R
252032	HSHW	Vocational Education Teachers, Secondary School	1.19	79	33.80	26.98	5	No	R
151134	HSHW	Web Developers	2.69	38	30.12	20.99	3	Yes	R
514121		Welders, Cutters, Solderers, and Brazers	0.83	44	18.37	12.63	3	Yes	R
131022	HSHW	Wholesale and Retail Buyers, Except Farm Products	1.29	48	33.95	17.98	4	Yes	R

†SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

††HSHW = High Skill/High Wage.

†††Data Source:

R = Meets regional wage and openings criteria based on state Labor Market Statistics employer survey data. Regional data are shown.

S = Meets statewide wage and openings criteria based on state Labor Market Statistics employer survey data. Statewide data are shown.

NR = Not releasable.

EFI - Enterprise Florida, Inc.

Standard Occupational Code	Occupational Title	# of Persons in EFM w / Qualifications	# of Persons in Training based on PY17-18	# of Jobs in EFM PY17-18	Help Wanted Jobs	Annual Openings Base on LMI Data 2016-2024	Demand / Supply Rate (Short-Term)	Demand / Supply Rate (Long-Term)	Annual Growth Percentage Change	PY17-18 Average Hourly Wage	Quadrant Category		Education Level
											Growth Category	Wage Category	
111011	Chief Executives	60	-	21	-	654	2.86	0.09	6.5%	0.00	Low Growth	Low Wage	Bachelor's Degree
111021	General and Operations Managers	352	-	28	436	3,684	0.76	0.10	11.4%	58.77	High Growth	High Wage	Associate Degree
111031	Legislators	3	-	-	-	24	N/A	0.13	4.5%	20.65	Low Growth	High Wage	Bachelor's Degree
112011	Advertising and Promotions Managers	70	-	1	-	60	70.00	1.17	9.4%	56.52	Low Growth	High Wage	Bachelor's Degree
112021	Marketing Managers	194	-	25	962	420	0.20	0.46	14.9%	58.02	High Growth	High Wage	Bachelor's Degree
112022	Sales Managers	463	-	55	531	750	0.79	0.62	8.9%	58.17	Low Growth	High Wage	Bachelor's Degree
112031	Public Relations and Fundraising Managers	13	-	1	136	113	0.09	0.12	11.2%	61.49	High Growth	High Wage	Bachelor's Degree
113011	Administrative Services Managers	828	1	18	-	410	46.06	2.02	11.6%	54.90	High Growth	High Wage	Associate Degree
113021	Computer and Information Systems Managers	63	-	9	230	381	0.26	0.17	16.3%	64.03	High Growth	High Wage	Bachelor's Degree
113031	Financial Managers	117	-	24	573	996	0.20	0.12	11.4%	68.55	High Growth	High Wage	Bachelor's Degree
113051	Industrial Production Managers	49	-	-	-	132	N/A	0.37	0.2%	51.45	Low Growth	High Wage	Associate Degree
113061	Purchasing Managers	69	-	4	-	113	17.25	0.61	13.0%	53.69	High Growth	High Wage	Associate Degree
113071	Transportation, Storage, and Distribution Managers	139	-	14	-	226	9.93	0.62	9.2%	44.38	Low Growth	High Wage	Associate Degree
113111	Compensation and Benefits Managers	4	-	5	-	27	0.80	0.15	13.3%	48.76	High Growth	High Wage	Associate Degree
113121	Human Resources Managers	134	-	3	183	236	0.72	0.57	12.6%	54.11	High Growth	High Wage	Bachelor's Degree
113131	Training and Development Managers	25	-	13	-	58	1.92	0.43	13.0%	49.12	High Growth	High Wage	Associate Degree
119021	Construction Managers	89	-	15	163	931	0.50	0.10	12.2%	39.36	High Growth	High Wage	Associate Degree
119031	Education Administrators, Preschool and Child Care	42	-	5	-	53	8.40	0.79	10.9%	28.58	High Growth	High Wage	Bachelor's Degree
119032	Education Administrators, Elementary and Secondary	33	-	2	-	223	16.50	0.15	14.4%	44.17	High Growth	High Wage	Bachelor's Degree
119033	Education Administrators, Postsecondary	55	-	5	-	112	11.00	0.49	12.5%	55.38	High Growth	High Wage	Bachelor's Degree
119039	Education Administrators, All Other	35	-	-	-	81	N/A	0.43	11.1%	42.88	High Growth	High Wage	Bachelor's Degree
119041	Architectural and Engineering Managers	23	-	7	-	388	3.29	0.06	16.0%	57.34	High Growth	High Wage	Bachelor's Degree
119051	Food Service Managers	152	2	8	242	476	0.62	0.32	9.6%	32.97	Low Growth	High Wage	Associate Degree
119071	Gaming Managers	-	-	-	-	9	N/A	0.00	4.7%	33.11	Low Growth	High Wage	Postsecondary Vocational
119081	Lodging Managers	49	-	3	112	215	0.43	0.23	9.2%	34.22	Low Growth	High Wage	Associate Degree
119111	Medical and Health Services Managers	57	-	4	601	681	0.09	0.08	18.6%	52.23	High Growth	High Wage	Bachelor's Degree
119121	Natural Sciences Managers	23	4	8	-	31	3.38	0.87	4.8%	54.73	Low Growth	High Wage	Bachelor's Degree
119131	Postmasters and Mail Superintendents	1	-	-	-	2	N/A	0.50	-18.2%	43.10	Low Growth	High Wage	Associate Degree
119141	Property, Real Estate & Community Association Managers	80	-	10	162	1,489	0.47	0.05	9.4%	22.14	Low Growth	High Wage	Associate Degree
119151	Social and Community Service Managers	40	1	2	-	190	20.50	0.22	13.1%	36.08	High Growth	High Wage	Associate Degree
119161	Emergency Management Directors	-	-	-	-	3	N/A	0.00	14.3%	45.92	High Growth	High Wage	Associate Degree
119199	Managers, All Other	614	-	29	554	1,749	1.05	0.35	7.9%	47.62	Low Growth	High Wage	Associate Degree
131011	Agents and Business Managers of Entertainers & Athletes	20	-	1	-	41	20.00	0.49	4.9%	23.10	Low Growth	High Wage	Bachelor's Degree
131021	Buyers and Purchasing Agents, Farm Products	12	-	-	-	50	N/A	0.24	7.7%	29.13	Low Growth	High Wage	Postsecondary Vocational
131022	Wholesale and Retail Buyers, Except Farm Products	33	-	3	-	379	11.00	0.09	10.3%	27.12	High Growth	High Wage	Associate Degree
131023	Purchasing Agents, Except Farm Products & Trade	46	-	6	-	715	7.67	0.06	7.6%	27.54	Low Growth	High Wage	Associate Degree
131031	Claims Adjusters, Examiners, and Investigators	62	-	16	126	637	0.44	0.10	5.1%	27.91	Low Growth	High Wage	Postsecondary Vocational
131032	Insurance Appraisers, Auto Damage	3	-	-	-	35	N/A	0.09	-6.1%	29.84	Low Growth	High Wage	Postsecondary Vocational
131041	Compliance Officers	30	1	-	-	453	N/A	0.07	1.6%	39.03	Low Growth	High Wage	Postsecondary Vocational
131051	Cost Estimators	5	-	5	-	529	1.00	0.01	13.3%	22.09	High Growth	High Wage	Associate Degree
131071	Human Resources Specialists	108	-	23	114	1,147	0.79	0.09	9.5%	27.33	Low Growth	High Wage	Bachelor's Degree
131075	Labor Relations Specialists	24	-	3	-	157	8.00	0.15	-1.4%	28.23	Low Growth	High Wage	Bachelor's Degree
131081	Logisticians	80	-	16	-	334	5.00	0.24	18.7%	28.76	High Growth	High Wage	Bachelor's Degree
131111	Management Analysts	69	-	34	735	1,851	0.09	0.04	21.3%	34.04	High Growth	High Wage	Bachelor's Degree
131121	Meeting, Convention, and Event Planners	59	-	1	-	351	59.00	0.17	18.5%	19.32	High Growth	High Wage	Associate Degree
131131	Fundraisers	12	-	1	-	106	12.00	0.11	14.2%	29.33	High Growth	High Wage	High School Diploma
131141	Compensation, Benefits, and Job Analysis Specialists	15	-	3	-	103	5.00	0.15	6.2%	27.26	Low Growth	High Wage	Associate Degree
131151	Training and Development Specialists	47	1	6	101	572	0.45	0.08	13.2%	29.08	High Growth	High Wage	Bachelor's Degree
131161	Market Research Analysts and Marketing Specialists	87	3	1,046	483	1,306	0.06	0.07	21.5%	29.05	High Growth	High Wage	Bachelor's Degree
131199	Business Operations Specialists, All Other	117	1	25	253	2,331	0.42	0.05	11.8%	30.10	High Growth	High Wage	Associate Degree
132011	Accountants and Auditors	584	-	37	657	5,023	0.84	0.12	13.8%	30.57	High Growth	High Wage	Bachelor's Degree
132021	Appraisers and Assessors of Real Estate	25	-	3	-	225	8.33	0.11	9.5%	21.23	Low Growth	High Wage	Postsecondary Vocational
132031	Budget Analysts	5	-	1	-	72	5.00	0.07	7.1%	32.23	Low Growth	High Wage	Bachelor's Degree
132041	Credit Analysts	22	-	5	-	217	4.40	0.10	7.6%	33.80	Low Growth	High Wage	Postsecondary Vocational
132051	Financial Analysts	82	-	35	151	492	0.44	0.17	11.5%	37.08	High Growth	High Wage	Bachelor's Degree
132052	Personal Financial Advisors	20	-	11	205	1,298	0.09	0.02	26.6%	51.57	High Growth	High Wage	Bachelor's Degree
132053	Insurance Underwriters	14	-	1	-	119	14.00	0.12	-5.1%	28.91	Low Growth	High Wage	Postsecondary Vocational
132061	Financial Examiners	6	-	2	-	132	3.00	0.05	15.2%	38.04	High Growth	High Wage	Bachelor's Degree
132071	Credit Counselors	11	-	-	-	167	N/A	0.07	16.8%	20.21	High Growth	High Wage	Associate Degree
132072	Loan Officers	57	-	10	223	677	0.24	0.08	9.2%	38.90	Low Growth	High Wage	Associate Degree
132081	Tax Examiners and Collectors, and Revenue Agents	9	-	-	-	93	N/A	0.10	-6.2%	29.46	Low Growth	High Wage	Bachelor's Degree
132082	Tax Preparers	67	-	2	-	147	33.50	0.46	7.8%	18.76	Low Growth	Low Wage	Postsecondary Vocational
132099	Financial Specialists, All Other	73	-	12	-	178	6.08	0.41	15.2%	33.25	High Growth	High Wage	Postsecondary Vocational
151121	Computer Systems Analysts	60	-	15	455	825	0.13	0.07	23.8%	41.02	High Growth	High Wage	Associate Degree
151131	Computer Programmers	46	1	7	118	330	0.38	0.14	-20.1%	43.48	Low Growth	High Wage	Postsecondary Vocational
151132	Software Developers, Applications	74	-	14	426	1,024	0.17	0.07	16.9%	31.62	High Growth	High Wage	Associate Degree
151133	Software Developers, Systems Software	27	3	7	-	265	4.29	0.11	15.9%	40.91	High Growth	High Wage	Bachelor's Degree
151134	Web Developers	46	-	2	393	307	0.12	0.15	21.5%	29.00	High Growth	High Wage	Postsecondary Vocational
151141	Database Administrators	27	-	7	-	228	3.86	0.12	13.2%	40.59	High Growth	High Wage	Associate Degree

Standard Occupational Code	Occupational Title	# of Persons in EFM w / Qualifications	# of Persons in Training based on PY17-18	# of Jobs in EFM PY17-18	Help Wanted Jobs	Annual Openings Base on LMI Data 2016-2024	Demand / Supply Rate (Short-Term)	Demand / Supply Rate (Long-Term)	Annual Growth Percentage Change	PY17-18 Average Hourly Wage	Quadrant Category		Education Level
											Growth Category	Wage Category	
395092	Manicurists and Pedicurists	31	2	1	-	40	33.00	0.83	4.4%	9.50	Low Growth	Low Wage	Postsecondary Vocational
395094	Skin Care Specialists	19	-	1	-	100	19.00	0.19	7.2%	14.51	Low Growth	Low Wage	Postsecondary Vocational
396011	Baggage Porters and Bellhops	57	-	25	-	933	2.28	0.06	11.3%	11.94	High Growth	Low Wage	Less than High School
396012	Concierges	53	-	4	-	204	13.25	0.26	8.9%	13.44	Low Growth	Low Wage	High School Diploma
399011	Childcare Workers	276	4	16	-	3,140	17.50	0.09	10.2%	9.59	Low Growth	Low Wage	Postsecondary Vocational
399021	Personal Care Aides	150	-	4	-	726	37.50	0.21	19.8%	10.88	High Growth	Low Wage	Postsecondary Vocational
399031	Fitness Trainers and Aerobics Instructors	20	-	8	-	427	2.50	0.05	8.9%	15.96	Low Growth	Low Wage	High School Diploma
399032	Recreation Workers	94	51	91	-	1,075	1.59	0.13	11.8%	10.02	High Growth	Low Wage	Associate Degree
399041	Residential Advisors	21	-	1	-	175	21.00	0.12	14.6%	11.81	High Growth	Low Wage	High School Diploma
399099	Personal Care and Service Workers, All Other	12	-	-	-	610	N/A	0.02	14.2%	9.72	High Growth	Low Wage	Postsecondary Vocational
411011	First-Line Supervisors of Retail Sales Workers	343	-	33	2,169	4,087	0.16	0.08	8.6%	19.64	Low Growth	High Wage	Postsecondary Vocational
411012	First-Line Supervisors of Non-Retail Sales Workers	93	-	12	383	1,292	0.24	0.07	8.7%	42.80	Low Growth	High Wage	Associate Degree
412011	Cashiers	2,176	3	63	711	13,242	2.82	0.16	6.0%	9.38	Low Growth	Low Wage	High School Diploma
412021	Counter and Rental Clerks	49	1	7	-	1,123	7.14	0.04	8.1%	11.49	Low Growth	Low Wage	High School Diploma
412031	Retail Salespersons	1,297	11	249	1,832	22,297	0.63	0.06	13.5%	9.96	High Growth	Low Wage	High School Diploma
413011	Advertising Sales Agents	120	3	17	529	449	0.23	0.27	-2.3%	22.98	Low Growth	High Wage	Postsecondary Vocational
413021	Insurance Sales Agents	101	-	5	385	1,255	0.26	0.08	9.0%	32.27	Low Growth	High Wage	Postsecondary Vocational
413031	Securities and Financial Services Sales Agents	204	-	9	450	1,071	0.44	0.19	11.4%	36.26	High Growth	High Wage	Bachelor's Degree
413041	Travel Agents	46	-	6	-	289	7.67	0.16	3.0%	17.23	Low Growth	Low Wage	Postsecondary Vocational
413099	Sales Representatives, Services, All Other	486	7	14	559	3,651	0.86	0.14	12.5%	23.18	High Growth	High Wage	High School Diploma
414011	Sales Representatives, Wholesale & Mfg. Tech. & Sci. Prod.	115	-	16	363	931	0.30	0.12	6.2%	29.62	Low Growth	High Wage	Postsecondary Vocational
414012	Sales Representatives, Wholesale and Manufacturing, Other	204	-	25	654	4,950	0.30	0.04	7.6%	19.69	Low Growth	High Wage	Postsecondary Vocational
419011	Demonstrators and Product Promoters	23	-	3	372	581	0.06	0.04	12.0%	12.01	High Growth	Low Wage	High School Diploma
419022	Real Estate Sales Agents	106	-	-	113	1,114	N/A	0.10	10.1%	17.11	Low Growth	Low Wage	Postsecondary Vocational
419031	Sales Engineers	14	-	3	-	78	4.67	0.18	10.4%	53.17	High Growth	High Wage	Bachelor's Degree
419099	Sales and Related Workers, All Other	149	-	7	-	146	21.29	1.02	11.0%	13.89	High Growth	Low Wage	Postsecondary Vocational
431011	First-Line Superv. of Office and Admin. Support Workers	173	-	48	1,111	3,166	0.15	0.05	10.1%	25.88	Low Growth	High Wage	Associate Degree
432011	Switchboard Operators, Including Answering Service	26	-	1	-	105	26.00	0.25	-24.1%	13.19	Low Growth	Low Wage	High School Diploma
433011	Bill and Account Collectors	139	-	23	-	467	6.04	0.30	1.8%	17.14	Low Growth	Low Wage	High School Diploma
433021	Billing and Posting Clerks	95	-	7	-	1,521	13.57	0.06	16.3%	16.48	High Growth	Low Wage	High School Diploma
433031	Bookkeeping, Accounting, and Auditing Clerks	315	-	33	275	1,202	1.02	0.26	-2.4%	17.88	Low Growth	Low Wage	Associate Degree
433041	Gaming Cage Workers	3	-	-	-	21	N/A	0.14	7.7%	9.56	Low Growth	Low Wage	High School Diploma
433051	Payroll and Timekeeping Clerks	47	-	4	-	229	11.75	0.21	1.7%	21.80	Low Growth	High Wage	High School Diploma
433061	Procurement Clerks	21	-	3	-	130	7.00	0.16	-0.9%	20.90	Low Growth	High Wage	High School Diploma
433071	Tellers	127	-	23	275	1,739	0.43	0.07	-3.6%	13.86	Low Growth	Low Wage	Postsecondary Vocational
433099	Financial Clerks, All Other	9	3	-	-	93	N/A	0.13	13.6%	18.39	High Growth	Low Wage	High School Diploma
434011	Brokerage Clerks	12	-	1	-	188	12.00	0.06	12.0%	25.02	High Growth	High Wage	High School Diploma
434031	Court, Municipal, and License Clerks	27	-	-	-	95	N/A	0.28	6.4%	17.89	Low Growth	Low Wage	High School Diploma
434051	Customer Service Representatives	2,297	7	169	1,121	8,935	1.79	0.26	12.0%	14.35	High Growth	Low Wage	Postsecondary Vocational
434061	Eligibility Interviewers, Government Programs	45	-	2	-	42	22.50	1.07	2.2%	15.94	Low Growth	Low Wage	High School Diploma
434071	File Clerks	81	1	1	-	489	82.00	0.17	-0.1%	14.95	Low Growth	Low Wage	High School Diploma
434081	Hotel, Motel, and Resort Desk Clerks	270	1	36	454	1,627	0.55	0.17	9.8%	11.82	Low Growth	Low Wage	High School Diploma
434111	Interviewers, Except Eligibility and Loan	36	-	1	-	330	36.00	0.11	6.4%	16.10	Low Growth	Low Wage	High School Diploma
434121	Library Assistants, Clerical	42	6	6	-	186	8.00	0.26	9.8%	12.95	Low Growth	Low Wage	Postsecondary Vocational
434131	Loan Interviewers and Clerks	34	-	9	-	403	3.78	0.08	9.4%	17.83	Low Growth	Low Wage	Postsecondary Vocational
434141	New Accounts Clerks	25	-	2	-	25	12.50	1.00	-2.3%	18.72	Low Growth	Low Wage	Postsecondary Vocational
434151	Order Clerks	18	-	1	-	411	18.00	0.04	1.3%	12.77	Low Growth	Low Wage	High School Diploma
434161	Human Resources Assistants, Exc. Payroll	93	1	2	-	145	47.00	0.65	4.3%	18.01	Low Growth	Low Wage	Postsecondary Vocational
434171	Receptionists and Information Clerks	583	1	43	141	3,866	3.17	0.15	11.7%	12.98	High Growth	Low Wage	High School Diploma
434181	Reservation and Ticket Agents and Travel Clerks	77	-	3	-	994	25.67	0.08	6.5%	16.99	Low Growth	Low Wage	High School Diploma
434199	Information and Record Clerks, All Other	10	-	-	-	1,481	N/A	0.01	9.1%	20.32	Low Growth	High Wage	High School Diploma
435011	Cargo and Freight Agents	86	-	16	-	1,188	5.38	0.07	14.4%	18.50	High Growth	Low Wage	Postsecondary Vocational
435021	Couriers and Messengers	50	-	-	-	187	N/A	0.27	11.2%	15.11	High Growth	Low Wage	Less than High School
435031	Police, Fire, and Ambulance Dispatchers	14	-	5	-	141	2.80	0.10	1.5%	23.84	Low Growth	High Wage	Postsecondary Vocational
435032	Dispatchers, Except Police, Fire, and Ambulance	92	2	14	-	603	6.71	0.16	8.4%	14.76	Low Growth	Low Wage	High School Diploma
435041	Meter Readers, Utilities	4	-	-	-	25	N/A	0.16	-14.0%	17.06	Low Growth	Low Wage	High School Diploma
435051	Postal Service Clerks	28	-	-	-	48	N/A	0.58	-22.8%	28.14	Low Growth	High Wage	High School Diploma
435052	Postal Service Mail Carriers	24	-	-	-	379	N/A	0.06	-23.0%	29.37	Low Growth	High Wage	High School Diploma
435053	Postal Service Mail Sorters and Processors	19	-	-	-	138	N/A	0.14	-29.2%	28.11	Low Growth	High Wage	High School Diploma
435061	Production, Planning, and Expediting Clerks	52	-	3	-	424	17.33	0.12	6.8%	20.92	Low Growth	High Wage	High School Diploma
435071	Shipping, Receiving, and Traffic Clerks	205	-	25	-	1,554	8.20	0.13	4.6%	13.24	Low Growth	Low Wage	Postsecondary Vocational
435081	Stock Clerks and Order Fillers	1,062	24	122	513	6,566	1.71	0.17	8.6%	11.03	Low Growth	Low Wage	High School Diploma
435111	Measurers, Checkers, and Samplers, Recordkeeping	27	-	2	-	102	13.50	0.26	4.9%	13.23	Low Growth	Low Wage	High School Diploma
436011	Executive Secretaries and Executive Admin. Assistants	423	7	37	554	679	0.73	0.63	0.6%	24.74	Low Growth	High Wage	Postsecondary Vocational
436012	Legal Secretaries	96	-	2	-	392	48.00	0.24	1.4%	20.63	Low Growth	High Wage	Postsecondary Vocational
436013	Medical Secretaries	100	6	16	302	832	0.33	0.13	17.0%	15.19	High Growth	Low Wage	Postsecondary Vocational
436014	Secretaries, Except Legal, Medical, and Executive	387	1	43	294	4,442	1.15	0.09	8.0%	15.39	Low Growth	Low Wage	Postsecondary Vocational
439011	Computer Operators	34	-	1	-	20	34.00	1.70	-14.0%	19.24	Low Growth	High Wage	Postsecondary Vocational
439021	Data Entry Keyers	170	2	10	-	303	17.20	0.57	2.8%	12.70	Low Growth	Low Wage	High School Diploma

Standard Occupational Code	Occupational Title	# of Persons in EFM w / Qualifications	# of Persons in Training based on PY17-18	# of Jobs in EFM PY17-18	Help Wanted Jobs	Annual Openings Base on LMI Data 2016-2024	Demand / Supply Rate (Short-Term)	Demand / Supply Rate (Long-Term)	Annual Growth Percentage Change	PY17-18 Average Hourly Wage	Quadrant Category		
											Growth Category	Wage Category	Education Level
439022	Word Processors and Typists	9	-	-	-	10	N/A	0.90	-5.6%	15.45	Low Growth	Low Wage	Postsecondary Vocational
439031	Desktop Publishers	-	-	-	-	17	N/A	0.00	-12.8%	15.97	Low Growth	Low Wage	Postsecondary Vocational
439041	Insurance Claims and Policy Processing Clerks	86	1	5	-	664	17.40	0.13	4.3%	17.87	Low Growth	Low Wage	High School Diploma
439051	Mail Clerks & Mail Machine Operators, Exc. Postal Service	37	-	-	-	121	N/A	0.31	-8.4%	13.41	Low Growth	Low Wage	High School Diploma
439061	Office Clerks, General	631	93	86	280	6,746	1.98	0.11	7.5%	12.79	Low Growth	Low Wage	High School Diploma
439071	Office Machine Operators, Except Computer	12	-	-	-	126	N/A	0.10	-3.3%	13.88	Low Growth	Low Wage	High School Diploma
439199	Office and Administrative Support Workers, All Other	148	2	10	-	252	15.00	0.60	8.2%	17.94	Low Growth	Low Wage	High School Diploma
452011	Agricultural Inspectors	10	-	-	-	8	N/A	1.25	-4.9%	0.00	Low Growth	Low Wage	Postsecondary Vocational
452041	Graders and Sorters, Agricultural Products	64	-	50	-	37	1.28	1.73	-9.2%	8.98	Low Growth	Low Wage	Less than High School
452091	Agricultural Equipment Operators	16	-	-	-	101	N/A	0.16	8.2%	12.71	Low Growth	Low Wage	Postsecondary Vocational
452092	Farmworkers & Laborers, Crop, Nursery, & Greenhouse	174	-	11	-	1,113	15.82	0.16	-5.2%	9.32	Low Growth	Low Wage	Less than High School
454011	Forest and Conservation Workers	3	-	-	-	5	N/A	0.60	0.0%	0.00	Low Growth	Low Wage	NA
471011	First-Line Superv. of Construction and Extraction Workers	54	-	17	135	1,065	0.36	0.05	17.9%	29.72	High Growth	High Wage	Associate Degree
472021	Brickmasons and Blockmasons	8	-	30	-	55	0.27	0.15	22.3%	21.33	High Growth	High Wage	Postsecondary Vocational
472031	Carpenters	174	1	20	-	1,596	8.75	0.11	16.5%	17.49	High Growth	Low Wage	Postsecondary Vocational
472044	Tile and Marble Setters	7	-	-	-	202	N/A	0.03	12.5%	11.94	High Growth	Low Wage	Postsecondary Vocational
472051	Cement Masons and Concrete Finishers	15	-	1	-	301	15.00	0.05	20.8%	15.02	High Growth	Low Wage	Postsecondary Vocational
472061	Construction Laborers	564	6	78	-	2,711	7.31	0.21	17.9%	13.42	High Growth	Low Wage	Less than High School
472071	Paving, Surfacing, and Tamping Equipment Operators	4	-	-	-	142	N/A	0.03	9.0%	15.05	Low Growth	Low Wage	High School Diploma
472072	Pile-Driver Operators	2	-	-	-	37	N/A	0.05	19.0%	28.98	High Growth	High Wage	Postsecondary Vocational
472073	Operating Engineers/Construction Equipment Operators	46	-	7	-	451	6.57	0.10	14.4%	17.71	High Growth	Low Wage	Postsecondary Vocational
472081	Drywall and Ceiling Tile Installers	12	-	-	-	168	N/A	0.07	19.0%	11.98	High Growth	Low Wage	Postsecondary Vocational
472111	Electricians	126	-	11	-	1,139	11.45	0.11	14.8%	22.08	High Growth	High Wage	Postsecondary Vocational
472121	Glaziers	12	-	-	-	77	N/A	0.16	13.6%	16.58	High Growth	Low Wage	Postsecondary Vocational
472131	Insulation Workers, Floor, Ceiling, and Wall	-	-	-	-	90	N/A	0.00	13.4%	15.16	High Growth	Low Wage	Postsecondary Vocational
472141	Painters, Construction and Maintenance	55	-	7	-	809	7.86	0.07	13.3%	15.27	High Growth	Low Wage	Postsecondary Vocational
472151	Pipelayers	4	-	2	-	106	2.00	0.04	13.2%	23.68	High Growth	High Wage	Postsecondary Vocational
472152	Plumbers, Pipefitters, and Steamfitters	80	-	8	-	440	10.00	0.18	13.9%	19.87	High Growth	High Wage	Postsecondary Vocational
472181	Roofers	16	-	18	-	505	0.89	0.03	21.3%	12.95	High Growth	Low Wage	Postsecondary Vocational
472211	Sheet Metal Workers	18	-	-	-	230	N/A	0.08	11.8%	17.08	High Growth	Low Wage	Postsecondary Vocational
472221	Structural Iron and Steel Workers	16	-	1	-	189	16.00	0.08	10.0%	17.85	Low Growth	Low Wage	Postsecondary Vocational
473012	Helpers - Carpenters	52	-	3	-	121	17.33	0.43	21.2%	14.96	High Growth	Low Wage	Less than High School
473013	Helpers - Electricians	44	-	3	-	237	14.67	0.19	18.0%	12.39	High Growth	Low Wage	Less than High School
473019	Helpers - Construction Trades, All Other	21	-	-	-	16	N/A	1.31	13.9%	13.73	High Growth	Low Wage	Less than High School
474011	Construction and Building Inspectors	32	-	8	-	542	4.00	0.06	20.6%	30.34	High Growth	High Wage	Postsecondary Vocational
474051	Highway Maintenance Workers	5	-	2	-	62	2.50	0.08	7.8%	15.19	Low Growth	Low Wage	Postsecondary Vocational
474061	Rail-Track Laying and Maintenance Equipment Operators	-	-	-	-	21	N/A	0.00	14.5%	0.00	High Growth	Low Wage	High School Diploma
474071	Septic Tank Servicers and Sewer Pipe Cleaners	1	-	-	-	40	N/A	0.03	13.9%	13.85	High Growth	Low Wage	High School Diploma
491011	First-Line Superv. of Mechanics, Installers, and Repairers	37	-	6	351	901	0.10	0.04	8.6%	28.26	Low Growth	High Wage	Postsecondary Vocational
492011	Computer, ATM, and Office Machine Repairers	23	-	1	-	253	23.00	0.09	10.4%	16.77	High Growth	Low Wage	Postsecondary Vocational
492022	Telecommunications Equipment Installers and Repairers	45	-	10	-	372	4.50	0.12	5.6%	29.02	Low Growth	High Wage	Postsecondary Vocational
492091	Avionics Technicians	8	-	1	-	97	8.00	0.08	7.9%	25.56	Low Growth	High Wage	Postsecondary Vocational
492093	Electronics Installers & Repairers, Transportation Equip.	13	2	2	-	44	7.50	0.34	4.6%	31.17	Low Growth	High Wage	Postsecondary Vocational
492094	Electronics Repairers, Commercial and Industrial Equip.	25	-	2	-	53	12.50	0.47	5.0%	20.97	Low Growth	High Wage	Postsecondary Vocational
492095	Electrical Repairers, Powerhouse, Substation, and Relay	4	-	-	-	15	N/A	0.27	-6.6%	32.52	Low Growth	High Wage	Postsecondary Vocational
492097	Home Entertainment Electronics Installers and Repairers	25	-	-	-	157	N/A	0.16	16.4%	17.81	High Growth	Low Wage	Postsecondary Vocational
492098	Security and Fire Alarm Systems Installers	19	-	1	-	212	19.00	0.09	15.7%	18.33	High Growth	Low Wage	Postsecondary Vocational
493011	Aircraft Mechanics and Service Technicians	66	-	15	-	917	4.40	0.07	7.4%	24.91	Low Growth	High Wage	Postsecondary Vocational
493021	Automotive Body and Related Repairers	26	-	1	-	366	26.00	0.07	10.5%	16.92	High Growth	Low Wage	Postsecondary Vocational
493023	Automotive Service Technicians and Mechanics	96	-	24	182	1,921	0.47	0.05	8.2%	17.88	Low Growth	Low Wage	Postsecondary Vocational
493031	Bus and Truck Mechanics and Diesel Engine Specialists	17	-	5	-	355	3.40	0.05	12.9%	24.29	High Growth	High Wage	Postsecondary Vocational
493041	Farm Equipment Mechanics and Service Technicians	4	-	-	-	33	N/A	0.12	5.1%	17.74	Low Growth	Low Wage	Postsecondary Vocational
493042	Mobile Heavy Equipment Mechanics, Except Engines	4	-	4	-	209	1.00	0.02	9.5%	23.10	Low Growth	High Wage	Postsecondary Vocational
493043	Rail Car Repairers	4	-	-	-	37	N/A	0.11	14.2%	0.00	High Growth	Low Wage	Postsecondary Vocational
493051	Motorboat Mechanics and Service Technicians	2	-	2	-	101	1.00	0.02	7.0%	18.89	Low Growth	Low Wage	Postsecondary Vocational
493052	Motorcycle Mechanics	4	-	-	-	44	N/A	0.09	12.0%	16.19	High Growth	Low Wage	Postsecondary Vocational
493053	Outdoor Power Equipment and Small Engine Mechanics	5	-	-	-	46	N/A	0.11	10.9%	15.92	High Growth	Low Wage	Associate Degree
493093	Tire Repairers and Changers	11	-	2	-	375	5.50	0.03	1.6%	9.64	Low Growth	Low Wage	Less than High School
499011	Mechanical Door Repairers	1	-	1	-	89	1.00	0.01	19.8%	16.05	High Growth	Low Wage	High School Diploma
499012	Control and Valve Installers and Repairers, Except Door	-	-	-	-	49	N/A	0.00	0.0%	23.26	Low Growth	High Wage	High School Diploma
499021	Heating, A.C., and Refrigeration Mechanics and Installers	63	-	12	-	1,048	5.25	0.06	15.4%	18.04	High Growth	Low Wage	Postsecondary Vocational
499031	Home Appliance Repairers	9	-	-	-	164	N/A	0.05	6.6%	15.37	Low Growth	Low Wage	Postsecondary Vocational
499041	Industrial Machinery Mechanics	13	1	5	-	425	2.80	0.03	17.7%	22.20	High Growth	High Wage	Postsecondary Vocational
499043	Maintenance Workers, Machinery	14	-	10	-	57	1.40	0.25	17.1%	14.95	High Growth	Low Wage	Postsecondary Vocational
499051	Electrical Power-Line Installers and Repairers	8	-	-	-	248	N/A	0.03	2.8%	25.84	Low Growth	High Wage	Postsecondary Vocational
499052	Telecommunications Line Installers and Repairers	32	-	12	-	97	2.67	0.33	2.5%	20.99	Low Growth	High Wage	Postsecondary Vocational
499062	Medical Equipment Repairers	3	-	1	-	169	3.00	0.02	17.4%	16.04	High Growth	Low Wage	Postsecondary Vocational
499071	Maintenance and Repair Workers, General	293	25	43	444	3,489	0.65	0.09	8.6%	15.07	Low Growth	Low Wage	Postsecondary Vocational
499091	Vending and Amusement Machine Servicers & Repairers	5	-	-	-	22	N/A	0.23	1.0%	13.12	Low Growth	Low Wage	High School Diploma

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											Growth Category	Wage Category	
519071	Jewelers and Precious Stone and Metal Workers	15	-	-	-	36	N/A	0.42	-7.5%	18.14	Low Growth	Low Wage	Postsecondary Vocational
519081	Dental Laboratory Technicians	7	-	-	-	17	N/A	0.41	-11.9%	15.38	Low Growth	Low Wage	Postsecondary Vocational
519082	Medical Appliance Technicians	4	-	-	-	17	N/A	0.24	-7.1%	14.82	Low Growth	Low Wage	Postsecondary Vocational
519083	Ophthalmic Laboratory Technicians	7	-	-	-	149	N/A	0.05	5.0%	12.54	Low Growth	Low Wage	Postsecondary Vocational
519111	Packaging and Filling Machine Operators and Tenders	69	1	2	-	803	35.00	0.09	3.8%	9.50	Low Growth	Low Wage	Less than High School
519121	Coating, Painting, and Spraying Machine Operators	4	-	2	-	28	2.00	0.14	-1.6%	13.90	Low Growth	Low Wage	High School Diploma
519122	Painters, Transportation Equipment	10	-	-	-	66	N/A	0.15	7.6%	16.74	Low Growth	Low Wage	Less than High School
519123	Painting, Coating, and Decorating Workers	25	-	1	-	43	25.00	0.58	11.1%	18.84	High Growth	Low Wage	Less than High School
519151	Photographic Process Workers & Processing Machine Oprs.	19	-	-	-	26	N/A	0.73	-21.1%	13.47	Low Growth	Low Wage	Less than High School
519196	Paper Goods Machine Setters, Operators, and Tenders	3	-	-	-	55	N/A	0.05	-8.9%	13.49	Low Growth	Low Wage	High School Diploma
519198	Helpers - Production Workers	301	3	74	-	402	4.11	0.76	3.4%	9.61	Low Growth	Low Wage	Less than High School
519199	Production Workers, All Other	128	1	19	-	522	6.79	0.25	15.3%	9.53	High Growth	Low Wage	Less than High School
531011	Aircraft Cargo Handling Supervisors	34	-	1	-	46	34.00	0.74	6.9%	21.46	Low Growth	High Wage	Associate Degree
531021	First-Line Superv. Helpers, Laborers & Material-Movers, Hand	35	1	2	-	542	18.00	0.07	8.0%	20.65	Low Growth	High Wage	High School Diploma
531031	First-Line Superv. of Material-Moving Vehicle Operators	14	-	8	287	620	0.05	0.02	11.8%	27.12	High Growth	High Wage	Postsecondary Vocational
532012	Commercial Pilots	2	-	1	-	307	2.00	0.01	7.8%	47.46	Low Growth	High Wage	Postsecondary Vocational
532021	Air Traffic Controllers	4	-	-	-	157	N/A	0.03	-3.0%	66.24	Low Growth	High Wage	Postsecondary Vocational
532022	Airfield Operations Specialists	10	-	-	-	38	N/A	0.26	7.7%	29.49	Low Growth	High Wage	Associate Degree
532031	Flight Attendants	7	-	-	-	1,076	N/A	0.01	10.1%	27.49	Low Growth	High Wage	High School Diploma
533011	Ambulance Drivers and Attendants, Except EMTs	31	1	10	-	13	3.20	2.46	15.9%	13.87	High Growth	Low Wage	High School Diploma
533021	Bus Drivers, Transit and Intercity	55	-	6	-	344	9.17	0.16	8.7%	21.00	Low Growth	High Wage	Postsecondary Vocational
533022	Bus Drivers, School or Special Client	76	-	46	-	341	1.65	0.22	10.3%	13.55	High Growth	Low Wage	Postsecondary Vocational
533031	Driver/Sales Workers	413	-	50	-	1,021	8.26	0.40	10.4%	9.53	High Growth	Low Wage	High School Diploma
533032	Heavy and Tractor-Trailer Truck Drivers	252	10	34	336	2,153	0.71	0.12	9.1%	17.53	Low Growth	Low Wage	Postsecondary Vocational
533033	Light Truck or Delivery Services Drivers	137	-	15	222	2,211	0.58	0.06	10.1%	13.67	Low Growth	Low Wage	Postsecondary Vocational
533041	Taxi Drivers and Chauffeurs	141	2	20	-	973	7.15	0.15	22.7%	10.78	High Growth	Low Wage	Less than High School
533099	Motor Vehicle Operators, All Other	5	-	-	-	299	N/A	0.02	16.4%	14.20	High Growth	Low Wage	Postsecondary Vocational
534011	Locomotive Engineers	-	-	-	-	9	N/A	0.00	-3.5%	0.00	Low Growth	Low Wage	NA
534013	Rail Yard Engineers, Dinkey Operators, and Hostlers	-	-	-	-	10	N/A	0.00	13.6%	0.00	High Growth	Low Wage	NA
534041	Subway and Streetcar Operators	-	-	-	-	40	N/A	0.00	9.0%	0.00	Low Growth	Low Wage	High School Diploma
534099	Rail Transportation Workers, All Other	1	-	1	-	6	1.00	0.17	6.3%	0.00	Low Growth	Low Wage	High School Diploma
535011	Sailors and Marine Oilers	10	-	-	-	114	N/A	0.09	7.4%	14.58	Low Growth	Low Wage	Postsecondary Vocational
535021	Captains, Mates, and Pilots of Water Vessels	7	-	-	-	227	N/A	0.03	8.5%	31.09	Low Growth	High Wage	Postsecondary Vocational
536011	Bridge and Lock Tenders	3	-	-	-	15	N/A	0.20	9.7%	0.00	Low Growth	Low Wage	Less than High School
536021	Parking Lot Attendants	116	-	8	-	4,277	14.50	0.03	35.5%	9.30	High Growth	Low Wage	Less than High School
536061	Transportation Attendants, Except Flight Attendants	28	-	1	-	2	28.00	14.00	0.0%	21.72	Low Growth	High Wage	High School Diploma
536099	Transportation Workers, All Other	33	-	8	-	181	4.13	0.18	9.1%	16.53	Low Growth	Low Wage	Less than High School
537021	Crane and Tower Operators	9	-	1	-	173	9.00	0.05	8.0%	26.61	Low Growth	High Wage	Postsecondary Vocational
537032	Excavating and Loading Machine and Dragline Operators	16	-	3	-	48	5.33	0.33	15.5%	18.21	High Growth	Low Wage	High School Diploma
537051	Industrial Truck and Tractor Operators	126	-	27	-	1,122	4.67	0.11	7.6%	14.13	Low Growth	Low Wage	Postsecondary Vocational
537061	Cleaners of Vehicles and Equipment	111	-	10	-	1,649	11.10	0.07	12.1%	9.46	High Growth	Low Wage	Less than High School
537062	Laborers and Freight, Stock, and Material Movers, Hand	791	-	117	137	7,811	3.11	0.10	9.8%	11.86	Low Growth	Low Wage	Less than High School
537063	Machine Feeders and Offbearers	19	-	-	-	34	N/A	0.56	-5.2%	11.51	Low Growth	Low Wage	Less than High School
537064	Packers and Packagers, Hand	266	-	20	-	1,734	13.30	0.15	3.4%	9.48	Low Growth	Low Wage	Less than High School
537081	Refuse and Recyclable Material Collectors	32	-	1	-	239	32.00	0.13	14.0%	17.68	High Growth	Low Wage	Less than High School
		41,111	581	5,533	39,115	364,901	5.00	0.11	10.2%				



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 8E

AGENDA ITEM SUBJECT: 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 \$78,800 in Workforce Innovation and Opportunity Act funds to Miami Dade College for the Hospitality Certification and Employment Training, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its August 17, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Hospitality Certification and Employment Training (HCET) cohorts. The HCET 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.

In addition to the previously approved 120 individuals, the HCET will prepare up to 60 additional SFWIB eligible participants, totaling 180. Participants who successfully complete the course will receive practical experience in 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 \$78,800.

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 \$78,800 in Workforce Innovation and Opportunity Act (WIOA) funds for Hospitality Certification and Employment Training.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE:

HOSPITALITY AND EMPLOYMENT CERTIFICATION TRAINING (WOLFSON AND HOMESTEAD)

Number of Participants Served - 60

Number of Participants to Complete Training - 42

Number of Participants to be Placed into Jobs - 30

Number of Cohorts - 3

Cost Per Placement - \$1275.00 Homestead Campus

\$1390.00 Wolfson Campus

Average Wage - \$9.65

Net Economic Benefit - \$18,739.00

Return-On-Investment - \$14.06

Economic Impact - \$562185.00 dollars in salaries generated

ATTACHMENT

Miami Dade College
The Hospitality Institute
Miami International Hospitality Center – Hospitality Management Program
Proposed Additional Hospitality Certification and Employment Training (HCET)
January 8, 2018 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.

Trainings will take place on one of Miami Dade College campuses including Wolfson Campus, Homestead Campus and Gibson Education Center. Classes will be taught by experienced Miami Dade College instructors and contracted hospitality trainers.

HCET programs utilize 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. There are three choices of HCET programs that can be offered for the additional trainings:

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 an additional sixty (60) 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.

Additional Training Summary

- Number of participants: 20 participants per cohort / 60 participants maximum
- Participant cost: \$1390 (North) / \$1275 (South)
- Additional number of cohorts: 3 cohorts
- Cohort length: 6 weeks / Monday through Friday from 9:00 am to 1:00 pm daily
- Program Term: January 8, 2018 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 Outreach Training Program (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

The program costs were calculated using the following formula:

HCET South

Original Per Participant Cost for 2017-18 = \$1275

Two Additional Trainings: 40 participants @ \$1275 per participant = \$51,000

HCET North

Original Per Participant Cost for 2017-18 = \$1390

One Additional Training: 20 participants @ \$1390 per participant = \$27,800

Total Additional Training Costs / 60 Participants

\$51,000 + \$27,800 = \$78,800

Training Overview

- Three additional 6-week cohorts of Hospitality Certification and Employment Training will be scheduled between January 8, 2018 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 may 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 (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, Hospitality Institute staff 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.

ADDITONAL TRAINING BUDGET

Item	Budget	Description
Two Additional HCET Trainings (South)	\$51,000	40 participants @ \$1275 per participant
One Additional HCET Training (North)	\$27,800	20 participants @ \$1390 per participant
TOTAL	\$78,800	



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 9A

AGENDA ITEM SUBJECT: REFERRAL TO PLACEMENT REPORT ENHANCEMENT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Enhance CSSF performance system**

BACKGROUND:

In reviewing the year-to-date outcome performance of the career centers for Program Year (PY) 2017-2018, the South Florida Workforce Investment Board (SFWIB) staff identified a key deficiency in the number of distinct individuals receiving job referrals. The data analyzed exhibited that career centers were not serving sufficient number of distinct job seekers and provided multiple referrals to the same jobseeker. The average percentage of distinct job seekers referred to a job is 66 percent. The report indicates only five (5) Career Centers had a higher percentage than the regional average. The lack of distinct individual job referrals has resulted in a significant decline in overall placement outcomes, as well as, diminished earnings for the service providers.

Subsequently, the SFWIB staff enhanced the Referral-to-Placement report and the Targets, Actuals, & Referrals report. The revisions for both reports display the number of distinct individuals receiving job referrals to ensure career center staff are servicing the appropriate number of job seekers. The Referral-to-Placement report now displays the number of distinct individual's receiving job referrals by career center and by career center staff. The Targets, Actuals, and Referrals report now specifies the number the distinct job referrals issued in the direct job placement (DJP) categories. (i.e., Universal, Veterans, Individuals with Disabilities, Homeless, and Reemployment Assistance, and Individuals referred for mandatory participation to the Welfare Transition (WT) and Supplemental Nutrition Assistance Program (SNAP), etc).

After the revisions of the performance reports, the SFWIB conducted several trainings with the service providers and center managers on how to effectively utilize the reports to track staff and center productivity, greatly emphasizing that the referral goals per career center are referrals to distinct individuals not numerous referrals to one job seeker.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Staff Referral to Placement Report

Jul 2017 - Nov 2017

Location	Cumulative							Monthly Goals		Current Avg.		
	Ref With Incomplete Registration	Ref	Pla	Ratio	Distinct Individual Referral		Ref Skills Match Pct	# of Quality Referrals	# of DJPs	Ref	Pla	Ratio
					# of	% of						
Carol City center - 4814	18	1,197	35	2.92%	707	59%	87%	572	172	239	7	2.92%
City of Miami center - 4863	23	1,008	148	14.68%	954	95%	87%	396	119	202	30	14.68%
Edison center - 4866	3	190	1	0.53%	120	63%	76%	0	0	38	0	0.53%
Hialeah Downtown center - 4811	5	2,787	700	25.12%	2,306	83%	96%	480	144	557	140	25.12%
Homestead center - 4840	7	2,060	553	26.84%	1,230	60%	92%	464	139	412	111	26.84%
Little Havana center - 4815	1	1,726	462	26.77%	1,213	70%	88%	540	162	345	92	26.77%
Miami Beach center - 4818	9	611	22	3.60%	297	49%	90%	224	67	122	4	3.60%
Miami Business center - 4820	18	1,172	23	1.96%	747	64%	74%	0	0	234	5	1.96%
Monroe County center - 4845	40	1,189	107	9.00%	760	64%	93%	176	53	238	21	9.00%
North Miami Beach center - 4830	40	2,825	92	3.26%	1,778	63%	86%	664	199	565	18	3.26%
Northside center - 4850	7	3,113	455	14.62%	1,627	52%	80%	676	203	623	91	14.62%
Opa-Locka center - 4865	2	1,247	15	1.20%	569	46%	93%	176	53	249	3	1.20%
Perrine center - 4835	8	3,872	653	16.86%	2,974	77%	90%	660	198	774	131	16.86%
Refugee center - 4862	0	24	0	0.00%	13	54%	99%	0	0	5	0	0.00%
South Miami center - 4864	9	541	52	9.61%	407	75%	85%	136	41	108	10	9.61%
Transition, Inc center - 4861	1	642	179	27.88%	459	71%	86%	168	50	128	36	27.88%
West Dade center - 4810	18	4,687	489	10.43%	2,896	62%	92%	768	230	937	98	10.43%
Youth centers/Providers - 4819	38	152	105	69.08%	150	99%	2%	0	0	30	21	69.08%
Total	247	29,043	4,091	14.09%	19,207	66%	88%	6,100	1,830	5,809	818	14.09%



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 9B

AGENDA ITEM SUBJECT: CAREER CENTER SERVICE PROVIDER STAFF PERFORMANCE PRODUCTIVITY ANALYSIS

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Improve service delivery outcomes**

BACKGROUND:

South Florida Workforce Investment Board (SFWIB) staff completed a production analysis examining the performance of all Full Time Employees (FTE) of each service provider and their respective career centers. The study covered the first four months of the 2017-2018 program year and was conducted in an effort to display the productivity rate of each service provider's FTE as it relates to hourly performance earnings on a monthly basis. In order for each center to achieve their maximum monthly potential earnings and operate at an optimal level of efficiency, the study concluded that each FTE should have an average productivity rate of \$25.00 per hour.

The results of the analysis illustrate a lack of distinct individual job referrals; specifically referrals within the Workforce Innovation Opportunity Act (WIOA) categories. Further, the analysis indicates none of the Career Centers are referring at an appropriate rate to achieve the maximum potential earnings. Considerable emphasis should also be placed on increasing the number of referrals to WIOA participants in the hard to serve categories, such as Veterans, Disabled, Homeless, and Welfare Transition participants.

The core goal of the WIOA and the SFWIB is to improve employment outcomes for individuals with barriers to employment. The current workforce services contractors' mindset must change from a social service approach to one of economic development. An economic development mentality will appeal to businesses beyond a placement, by providing greater emphasis on talent development, wage gains, retention, and advancement. The attached productivity chart displays hourly earnings for each career center service provider staff.

In an effort to better support the ultimate goal of creating quality referrals that lead to placing job seekers in self-sustaining employment, SFWIB staff recommends that workforce services contractor staff increase the number of distinct referrals to WIOA participants in the various categories. By doing so, the service provider's staff will increase the number of hard to serve job seekers that are placed annually, reduce the number of citizens that are dependent on welfare transition, and increase their productivity rate to a level that minimizes or eliminates a service provider's loss of revenue.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

**Career Center Staff Productivity Level
TOTALS**

Service Provider	Career Center	Allocation	Staffing Levels (FTE)	Min Staffing(FTE)	Avg. YTD Actual FTEs	YTD Revenue Goal	YTD Hourly Revenues Earned Goal Per FTE	Actual Revenue Earned	Actual Hourly Revenue Earned Per FTE	Revenue Goal vs Actual Diff.	Revenue Earned Hourly Goal vs Actual Diff
Arbor	Hialeah	\$933,876	21	18	16	\$311,292	\$99.39	\$302,724	\$108.74	(\$8,568)	\$9.35
City Of Miami	City of Miami	\$771,177	17	15	20	\$257,059	\$98.49	\$104,668	\$30.08	(\$152,391)	(\$68.41)
CNC	North Miami Beach	\$1,294,971	29	25	21	\$431,657	\$99.23	\$80,405	\$22.00	(\$351,252)	(\$77.23)
	Miami Beach	\$440,428	10	8	8	\$146,809	\$105.47	\$21,833	\$15.68	(\$124,976)	(\$89.78)
	South Miami	\$264,818	6	5	5	\$88,273	\$101.46	\$22,858	\$26.27	(\$65,415)	(\$75.19)
Transitions Inc.	Transitions Inc	\$486,000	11	10	8	\$162,000	\$93.10	\$168,100	\$120.76	\$6,100	\$27.66
UMOS	Carol City	\$1,114,268	25	21	14	\$371,423	\$101.65	\$53,625	\$22.01	(\$317,798)	(\$79.63)
	Florida Keys	\$976,193	22	19	14	\$325,398	\$98.43	\$76,100	\$31.24	(\$249,298)	(\$67.19)
	Opa Locka	\$347,127	8	7	5	\$115,709	\$95.00	\$11,184	\$12.86	(\$104,525)	(\$82.14)
Youth Co-Op	Homestead	\$903,025	20	17	16	\$301,008	\$101.76	\$155,171	\$55.74	(\$145,837)	(\$46.02)
	Little Havana	\$1,050,552	24	20	20	\$350,184	\$100.63	\$219,763	\$63.15	(\$130,422)	(\$37.48)
	Northside	\$1,323,290	30	25	24	\$441,097	\$101.40	\$194,675	\$46.62	(\$246,422)	(\$54.78)
	Perrine	\$1,293,141	29	25	22	\$431,047	\$99.09	\$243,336	\$63.57	(\$187,711)	(\$35.52)
	West Dade	\$1,496,182	34	29	24	\$498,727	\$98.84	\$251,542	\$60.24	(\$247,185)	(\$38.60)
TOTALS:			244	217	217	\$4,231,682	\$99.67	\$1,905,984	\$50.48	(\$2,325,699)	(\$49.19)

of Hrs Worked in July

174

**Career Center Staff Productivity Level
July 2017**

Service Provider	Career Center	Allocation	Staffing Levels (FTE)	Min Staffing(FTE)	Actual FTEs for July	Monthly Revenue Goal	Monthly Hourly Revenues Earned Goal Per FTE	Actual Revenue Earned	Actual Hourly Revenue Earned Per FTE	Revenue Goal vs Actual Diff.	Revenue Earned Hourly Goal vs Actual Diff
Arbor	Hialeah	\$933,876	21	18	16	\$77,823	\$25.74	\$77,823	\$28.95	\$0	\$3.22
City Of Miami	City of Miami	\$771,177	17	15	20	\$64,265	\$25.50	\$26,443	\$7.87	(\$37,822)	(\$17.63)
CNC	North Miami Beach	\$1,294,971	29	25	21	\$107,914	\$25.69	\$32,152	\$9.11	(\$75,763)	(\$16.58)
	Miami Beach	\$440,428	10	8	8	\$36,702	\$27.31	\$2,225	\$1.66	(\$34,477)	(\$25.65)
	South Miami	\$264,818	6	5	5	\$22,068	\$26.27	\$3,175	\$3.78	(\$18,893)	(\$22.49)
Transitions Inc.	Transitions Inc	\$486,000	11	10	5	\$40,500	\$24.11	\$40,500	\$48.21	\$0	\$24.11
UMOS	Carol City	\$1,114,268	25	21	14	\$92,856	\$26.32	\$17,125	\$7.28	(\$75,731)	(\$19.04)
	Florida Keys	\$976,193	22	19	11	\$81,349	\$25.49	\$15,975	\$8.64	(\$65,374)	(\$16.84)
	Opa Locka	\$347,127	8	7	5	\$28,927	\$24.60	\$2,774	\$3.30	(\$26,153)	(\$21.30)
Youth Co-Op	Homestead	\$903,025	20	17	16	\$75,252	\$26.35	\$54,371	\$20.23	(\$20,881)	(\$6.12)
	Little Havana	\$1,050,552	24	20	20	\$87,546	\$26.06	\$56,413	\$16.79	(\$31,134)	(\$9.27)
	Northside	\$1,323,290	30	25	24	\$110,274	\$26.26	\$29,825	\$7.40	(\$80,449)	(\$18.86)
	Perrine	\$1,293,141	29	25	22	\$107,762	\$25.66	\$56,661	\$15.33	(\$51,101)	(\$10.33)
	West Dade	\$1,496,182	34	29	24	\$124,682	\$25.59	\$78,363	\$19.44	(\$46,319)	(\$6.16)
TOTALS				244	211	\$1,057,921	\$25.81	\$493,824	\$13.93	(\$564,097)	(\$11.88)

of Hrs Worked in July

168

**Career Center Staff Productivity Level
August 2017**

Service Provider	Career Center	Allocation	Staffing Levels (FTE)	Min Staffing(FTE)	Actual FTEs for August	Monthly Revenue Goal	Monthly Hourly Revenues Earned Goal Per FTE	Actual Revenue Earned	Actual Hourly Revenue Earned Per FTE	Revenue Goal vs Actual Diff.	Revenue Earned Hourly Goal vs Actual Diff
Arbor	Hialeah	\$933,876	21	18	16	\$77,823	\$23.50	\$77,823	\$26.43	\$0	\$2.94
City Of Miami	City of Miami	\$771,177	17	15	20	\$64,265	\$23.28	\$48,925	\$13.29	(\$15,340)	(\$9.99)
CNC	North Miami Beach	\$1,294,971	29	25	21	\$107,914	\$23.46	\$20,288	\$5.25	(\$87,627)	(\$18.21)
	Miami Beach	\$440,428	10	8	8	\$36,702	\$24.93	\$12,975	\$8.81	(\$23,727)	(\$16.12)
	South Miami	\$264,818	6	5	5	\$22,068	\$23.99	\$4,700	\$5.11	(\$17,368)	(\$18.88)
Transitions Inc.	Transitions Inc	\$486,000	11	10	9	\$40,500	\$22.01	\$43,625	\$26.34	\$3,125	\$4.33
UMOS	Carol City	\$1,114,268	25	21	14	\$92,856	\$24.03	\$14,100	\$5.47	(\$78,756)	(\$18.56)
	Florida Keys	\$976,193	22	19	15	\$81,349	\$23.27	\$27,325	\$9.90	(\$54,024)	(\$13.37)
	Opa Locka	\$347,127	8	7	5	\$28,927	\$22.46	\$2,885	\$3.14	(\$26,042)	(\$19.32)
Youth Co-Op	Homestead	\$903,025	20	17	16	\$75,252	\$24.06	\$49,725	\$16.89	(\$25,527)	(\$7.17)
	Little Havana	\$1,050,552	24	20	20	\$87,546	\$23.79	\$61,675	\$16.76	(\$25,871)	(\$7.03)
	Northside	\$1,323,290	30	25	24	\$110,274	\$23.97	\$79,950	\$18.10	(\$30,324)	(\$5.87)
	Perrine	\$1,293,141	29	25	22	\$107,762	\$23.43	\$83,525	\$20.63	(\$24,237)	(\$2.79)
	West Dade	\$1,496,182	34	29	24	\$124,682	\$23.37	\$70,705	\$16.01	(\$53,977)	(\$7.36)
TOTALS				244	219	\$1,057,921	\$23.56	\$598,225	\$14.85	(\$459,696)	(\$8.72)

of Hrs Worked in July

184

**Career Center Staff Productivity Level
September 2017**

Service Provider	Career Center	Allocation	Staffing Levels (FTE)	Min Staffing(FTE)	Actual FTEs for September	Monthly Revenue Goal	Monthly Hourly Revenues Earned Goal Per FTE	Actual Revenue Earned	Actual Hourly Revenue Earned Per FTE	Revenue Goal vs Actual Diff.	Revenue Earned Hourly Goal vs Actual Diff
Arbor	Hialeah	\$933,876	21	18	16	\$77,823	\$25.74	\$77,253	\$28.74	(\$570)	\$3.00
City Of Miami	City of Miami	\$771,177	17	15	20	\$64,265	\$25.50	\$10,950	\$3.26	(\$53,315)	(\$22.24)
CNC	North Miami Beach	\$1,294,971	29	25	21	\$107,914	\$25.69	\$13,416	\$3.80	(\$94,498)	(\$21.89)
	Miami Beach	\$440,428	10	8	8	\$36,702	\$27.31	\$2,883	\$2.15	(\$33,819)	(\$25.16)
	South Miami	\$264,818	6	5	5	\$22,068	\$26.27	\$3,258	\$3.88	(\$18,810)	(\$22.39)
Transitions Inc.	Transitions Inc	\$486,000	11	10	9	\$40,500	\$24.11	\$40,500	\$26.79	\$0	\$2.68
UMOS	Carol City	\$1,114,268	25	21	14	\$92,856	\$26.32	\$11,750	\$5.00	(\$81,106)	(\$21.32)
	Florida Keys	\$976,193	22	19	15	\$81,349	\$25.49	\$12,400	\$4.92	(\$68,949)	(\$20.56)
	Opa Locka	\$347,127	8	7	5	\$28,927	\$24.60	\$2,050	\$2.44	(\$26,877)	(\$22.16)
Youth Co-Op	Homestead	\$903,025	20	17	16	\$75,252	\$26.35	\$14,800	\$5.51	(\$60,452)	(\$20.84)
	Little Havana	\$1,050,552	24	20	20	\$87,546	\$26.06	\$31,375	\$9.34	(\$56,171)	(\$16.72)
	Northside	\$1,323,290	30	25	24	\$110,274	\$26.26	\$17,800	\$4.41	(\$92,474)	(\$21.84)
	Perrine	\$1,293,141	29	25	22	\$107,762	\$25.66	\$26,225	\$7.10	(\$81,537)	(\$18.56)
	West Dade	\$1,496,182	34	29	24	\$124,682	\$25.59	\$29,425	\$7.30	(\$95,257)	(\$18.29)
TOTALS				244	219	\$1,057,921	\$25.81	\$294,085	\$7.99	(\$763,836)	(\$17.81)

of Hrs Worked in July

168

**Career Center Staff Productivity Level
October 2017**

Service Provider	Career Center	Allocation	Staffing Levels (FTE)	Min Staffing(FTE)	Actual FTEs for October	Monthly Revenue Goal	Monthly Hourly Revenues Earned Goal Per FTE	Actual Revenue Earned	Actual Hourly Revenue Earned Per FTE	Revenue Goal vs Actual Diff.	Revenue Earned Hourly Goal vs Actual Diff
Arbor	Hialeah	\$933,876	21	18	16	\$77,823	\$24.57	\$69,825	\$24.80	(\$7,998)	\$0.23
City Of Miami	City of Miami	\$771,177	17	15	20	\$64,265	\$24.34	\$18,350	\$5.21	(\$45,915)	(\$19.13)
CNC	North Miami Beach	\$1,294,971	29	25	21	\$107,914	\$24.53	\$14,550	\$3.94	(\$93,364)	(\$20.59)
	Miami Beach	\$440,428	10	8	8	\$36,702	\$26.07	\$3,750	\$2.66	(\$32,952)	(\$23.40)
	South Miami	\$264,818	6	5	5	\$22,068	\$25.08	\$11,725	\$13.32	(\$10,343)	(\$11.75)
Transitions Inc.	Transitions Inc	\$486,000	11	10	9	\$40,500	\$23.01	\$43,475	\$27.45	\$2,975	\$4.43
CSSF	Carol City	\$1,114,268	25	21	14	\$92,856	\$25.12	\$10,650	\$4.32	(\$82,206)	(\$20.80)
	Florida Keys	\$976,193	22	19	15	\$81,349	\$24.33	\$20,400	\$7.73	(\$60,949)	(\$16.60)
	Opa Locka	\$347,127	8	7	5	\$28,927	\$23.48	\$3,475	\$3.95	(\$25,452)	(\$19.53)
Youth Co-Op	Homestead	\$903,025	20	17	16	\$75,252	\$25.15	\$36,275	\$12.88	(\$38,977)	(\$12.27)
	Little Havana	\$1,050,552	24	20	20	\$87,546	\$24.87	\$70,300	\$19.97	(\$17,246)	(\$4.90)
	Northside	\$1,323,290	30	25	24	\$110,274	\$25.06	\$67,100	\$15.89	(\$43,174)	(\$9.18)
	Perrine	\$1,293,141	29	25	22	\$107,762	\$24.49	\$76,925	\$19.87	(\$30,837)	(\$4.62)
	West Dade	\$1,496,182	34	29	24	\$124,682	\$24.43	\$73,050	\$17.29	(\$51,632)	(\$7.13)
TOTALS				244	219	\$1,057,921	\$24.63	\$519,850	\$13.49	(\$538,071)	(\$11.15)

of Hrs Worked in July

176

**Career Center Staff Productivity Level
November 2017**

Service Provider	Career Center	Allocation	Staffing Levels (FTE)	Min Staffing(FTE)	Actual FTEs for November	Monthly Revenue Goal	Monthly Hourly Revenues Earned Goal Per FTE	Actual Revenue Earned	Actual Hourly Revenue Earned Per FTE	Revenue Goal vs Actual Diff.	Revenue Earned Hourly Goal vs Actual Diff
Arbor	Hialeah	\$933,876	21	18	16	\$77,823	\$24.57	\$0	\$0.00	(\$77,823)	(\$24.57)
City Of Miami	City of Miami	\$771,177	17	15	20	\$64,265	\$24.34	\$0	\$0.00	(\$64,265)	(\$24.34)
CNC	North Miami Beach	\$1,294,971	29	25	21	\$107,914	\$24.53	\$0	\$0.00	(\$107,914)	(\$24.53)
	Miami Beach	\$440,428	10	8	8	\$36,702	\$26.07	\$0	\$0.00	(\$36,702)	(\$26.07)
	South Miami	\$264,818	6	5	5	\$22,068	\$25.08	\$0	\$0.00	(\$22,068)	(\$25.08)
Transitions Inc.	Transitions Inc	\$486,000	11	10	9	\$40,500	\$23.01	\$0	\$0.00	(\$40,500)	(\$23.01)
CSSF	Carol City	\$1,114,268	25	21	14	\$92,856	\$25.12	\$0	\$0.00	(\$92,856)	(\$25.12)
	Florida Keys	\$976,193	22	19	15	\$81,349	\$24.33	\$0	\$0.00	(\$81,349)	(\$24.33)
	Opa Locka	\$347,127	8	7	5	\$28,927	\$23.48	\$0	\$0.00	(\$28,927)	(\$23.48)
Youth Co-Op	Homestead	\$903,025	20	17	16	\$75,252	\$25.15	\$0	\$0.00	(\$75,252)	(\$25.15)
	Little Havana	\$1,050,552	24	20	20	\$87,546	\$24.87	\$0	\$0.00	(\$87,546)	(\$24.87)
	Northside	\$1,323,290	30	25	24	\$110,274	\$25.06	\$0	\$0.00	(\$110,274)	(\$25.06)
	Perrine	\$1,293,141	29	25	22	\$107,762	\$24.49	\$0	\$0.00	(\$107,762)	(\$24.49)
	West Dade	\$1,496,182	34	29	24	\$124,682	\$24.43	\$0	\$0.00	(\$124,682)	(\$24.43)
TOTALS				244	219	\$1,057,921	\$24.63	\$0	\$0.00	(\$1,057,921)	(\$24.63)

of Hrs Worked in July

176



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 9C

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) 2017-2018 Consumer Report Card table, dated October 6, 2017, indicates that the South Florida Workforce Investment Board generated \$1,371,474.36 of wages into the South Florida regional economy. For every dollar spent on training, SFWIB obtained a return of \$4.06. Ninety-one percent of training services participants completed classroom training. Of those completing training, eighty-eight percent have obtained employment with an average wage of \$17.86. Eighty-eight percent of the participants were placed in a training-related occupation. The net economic benefit per placement is \$29,814.66.

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		
Compu-Med Vocational Career Corp - Hialeah	2	2	2	100.00 %	2	100.00 %	\$ 1,096.07	\$ 2,192.14	\$ 1,096.07	\$ 8.10	\$ 16,848.00	\$ 15,751.93	\$ 14.37
Dade Institute of Technology - Main Campus	3	3	2	66.67 %	2	100.00 %	\$ 4,591.67	\$ 13,775.00	\$ 6,887.50	\$ 14.79	\$ 30,763.20	\$ 23,875.70	\$ 3.47
Life-Line Med Training -Main Campus	1	1	1	100.00 %	1	100.00 %	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 12.00	\$ 24,960.00	\$ 22,460.00	\$ 8.98
Management Resources College	3	3	3	100.00 %	3	100.00 %	\$ 3,318.25	\$ 9,954.75	\$ 3,318.25	\$ 24.83	\$ 51,653.33	\$ 48,335.08	\$ 14.57
Metropolitan Trucking and Technical Institute	6	3	1	33.33 %	1	100.00 %	\$ 1,785.93	\$ 5,357.80	\$ 5,357.80	\$ 28.12	\$ 58,489.60	\$ 53,131.80	\$ 9.92
Miami-Dade College	3	1	-	0.00 %	-	0.00 %	\$ 2,811.95	\$ 2,811.95	-	-	-	-	-
New Horizons	20	20	18	90.00 %	17	94.44 %	\$ 9,250.00	\$ 185,000.00	\$ 10,277.78	\$ 17.17	\$ 35,720.53	\$ 25,442.76	\$ 2.48
Sullivan & Cogliano Training Centers, Inc. Kendall	3	3	3	100.00 %	3	100.00 %	\$ 6,604.67	\$ 19,814.00	\$ 6,604.67	\$ 11.32	\$ 23,552.53	\$ 16,947.87	\$ 2.57
The Academy -- Fort Lauderdale Campus	1	1	1	100.00 %	1	100.00 %	\$ 7,029.99	\$ 7,029.99	\$ 7,029.99	\$ 24.29	\$ 50,523.20	\$ 43,493.21	\$ 6.19
The Academy -- Miami Campus	14	14	14	100.00 %	12	85.71 %	\$ 7,821.96	\$ 109,507.44	\$ 7,821.96	\$ 20.07	\$ 41,739.66	\$ 33,917.70	\$ 4.34
The CDL School, Inc.	1	1	1	100.00 %	1	100.00 %	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 13.00	\$ 27,040.00	\$ 25,790.00	\$ 20.63
	57	52	46	88.46 %	43	93.48 %	\$ 6,494.29	\$ 337,703.29	\$ 7,341.38	\$ 17.86	\$ 37,156.03	\$ 29,814.66	\$ 4.06



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 12/14/2017

AGENDA ITEM NUMBER: 9D

AGENDA ITEM SUBJECT: SYSTEM REVIEW OF EXITING WAGNER-PEYSER(WP) PARTICIPANTS

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Conduct an analysis of Career Centers**

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) staff conducted a performance review of the number Wagner-Peyser (WP) participants that were not provided services within ninety days and exited the Employ Florida system. The analysis was conducted from July 1, 2017 through November 30, 2018. The region experienced a 63.4 percent increase in the number of job seekers exiting the system. As of November 30, 2017 there were 73,875 participants that exited compared to 45,202 participant that exited in November 30, 2016.

The significant number of job seekers exiting is a result of centers were not contacting participants' and only adding services to extend participation. Rather than contacting the participants and providing meaningful services that can help job seekers obtain employment, Career Centers allowed the job seekers to exit the system negatively impacting the region and career centers outcomes and performance measures.

As stated in the Workforce Services Balance Scorecard Specification, Quality Assurance Measures, it is the career centers responsibility to ensure that the Soft Exit Application be utilized daily, to track and record the efforts made by staff in contacting job-seekers that are about to exit the system to determine the need for additional services that will lead to gainful employment. The attached report summaries the number of exited participants, the average days in the system, and the entered employment rate per career center.

The Soft Exit Application was designed to assist the Career Center staff to improve services to participants and performance. The SFWIB staff continues to provide ongoing training to career center staff and work diligently to enhance the performance report to improve the Workforce Services delivery system and overall performance.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

PY 2017-18 Participants that Exited Review			
Location	Total Exited Participants	Average Days Before Exit	Entered Employment Rate
Hialeah Downtown center	7,333	575	22.56%
City of Miami center	3,724	338	24.07%
Carol City center	6,223	380	17.31%
Florida Keys center	646	155	30.35%
Opa Locka center	568	249	23.28%
Miami Beach center	1,058	331	17.34%
North Miami Beach center	7,106	445	16.09%
South Miami	1,045	127	29.47%
Transition Offender Service center	607	81	45.63%
Homestead center	3,045	156	31.23%
Little Havana center	7,945	278	24.43%
Northside center	3,477	329	27.98%
Perrine center	12,764	524	14.06%
West Dade center	11,951	402	19.72%
Refugee Center	5,786	ND	ND
Region Totals	73,865	401	23.00%

ND = No Data