



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**  
**Thursday, April 19, 2018**  
**9:30 A.M.**

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

**AGENDA**

1. Call to Order and Introductions
2. Approval of Meeting Minutes
  - a. February 15, 2018
3. Chairman's Report
4. Executive Director's Report
  - a. Executive Director Update
5. Executive Committee
  - a. Information – Mental Health Champion Award
  - b. Information – Together for Children Initiative
  - c. Recommendation as to Approval to Allocate funds for the City of Miami Gardens Summer Youth Employment Program
  - d. Recommendation as to Approval to Allocate funds for the City of Homestead Summer Youth Employment Program
6. Finance and Efficiency Council
  - a. Information – Financial Report – February 2018
  - b. Information – Preliminary In-State Allocations
  - c. Recommendation as to Approval to Accept Additional National Emergency Grant Funds
  - d. Recommendation as to Approval to Deobligate National Emergency Grant Funds
  - e. Recommendation as to Approval to Accept Wagner-Peyser Cooperative Outreach Program Funds
  - f. Recommendation as to Approval to Accept Additional Veteran Funds

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."

- g. Recommendation as to Approval to Allocate funds to extend the National Emergency Grant Program
7. Global Talent and Competitiveness Council
- a. Information – Employed Worker Training Update for New Riviera Nursing & Rehabilitation Center, LLC
  - b. Information – Employed Worker Training Update for Victoria Nursing & Rehabilitation Center, Inc.
  - c. Information – Youth Co-Op Cancellation of Northside Career Center Contract
  - d. Recommendation as to Approval of Revisions to the Individual Training Account Policy
  - e. Recommendation as to Approval to Allocate funds for the National Flight Academy
  - f. Recommendation as to Approval to Allocate funds for the Stanley G. Tate Florida Prepaid College Foundation, Inc.
8. Performance Council
- a. Information – Refugee Performance Overview
  - b. Information – Monthly Placement Report Update
  - c. Information – Direct Job Placement Report
  - d. Information – Consumer Report Card

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**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**AGENDA ITEM NUMBER: 2A**

**AGENDA ITEM SUBJECT: MEETING MINUTES**

**DATE:** February 15, 2018 at 9:30AM  
 Big Brothers Big Sisters of Miami Headquarter Office  
 550 NW 42nd Avenue  
 Miami, FL 33126

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

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<b>OTHER ATTENDEES</b>	
Betty, Nicole - <i>WIOA</i>	Mitchell, Carlana – <i>Miami-Dade County Public Schools</i>
Brito, Hilma – <i>Rescare, Inc.</i>	Moaata, Dave – <i>Opa-Locka Community Development Corporation, Inc.</i>
Cuortas, Michelle – <i>Opa-Locka Community Development Corporation, Inc.</i>	Perez, Chris – <i>The Academy</i>
Fano, Shelly – <i>Miami Dade College</i>	Rodriguez, Maria – <i>Youth Co-Op, Inc.</i>
Farinas, Irene – <i>Adults Mankind Organization, Inc.</i>	Sante, Alicia – <i>Youth Co-Op, Inc.</i>
Felipe, Daniel – <i>Cuban National Council, Inc.</i>	Somellian, Ana – <i>Adults Mankind Organization, Inc.</i>
Flores, Oscar – <i>Compu-Med</i>	Williams, Nikisha – <i>Opa-Locka Community Development Corp.</i>
Galano, Rosada – <i>Cuban National Council, Inc.</i>	

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

**1. Call to Order and Introductions**

Chairman Jeff Bridges called the meeting to order at 9:40a.m., began with introductions and noted that a quorum of members had not been achieved.

**5. Executive Committee**

**5.b. Recommendation as to Approval to Allocate Funds to Miami-Dade County School**

**District for the Summer Youth Internship Program**

Chairman Bridges introduced the item and Executive Director Rick Beasley further presented.

No further questions or discussions.

**Item moved by the consensus of the members present.**

**5.c. Recommendation as to Approval to Accept and Allocate National Emergency Grant Funds for Hurricane Maria**

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

No further questions or discussions.

**Item moved by consensus of the members present.**

[Mr. del Valle stepped out of the meeting room]

**6.c. Recommendation as to Approval of an Adjustment of the PY 2017-18 Budget**

Chairman Bridges moved the approval of an adjustment of the PY 2017-18 budget.  
Mr. Beasley further presented.

No further questions or discussions.

**Item moved by consensus of the members present.**

**6.d. Recommendation as to Approval to Accept Funds for the City of Homestead Summer Youth Employment Program**

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

Mr. Lovey Clayton asked whether if funding would be provided to those residing in the Florida City area. Mr. Beasley responded, only for the youth population in the City of Homestead. However, he advised that he'd contacted the Florida City's mayor regarding this program.

Mr. Clayton asked whether if it was too late for Florida City to participate. Mr. Beasley further explained about a meeting scheduled with representatives of that municipality.

Mr. Clayton noted he will also reach out to Florida City.

No further questions or discussions.

**Item moved by consensus of the members present.**

**6.e. Recommendation as to Approval to Accept Funds for the City of Miami Gardens Summer Youth Employment Program**

Chairman Bridges introduced the item and Mr. Beasley further presented. There was continued discussion.

Mr. Beasley noted that City of Miami Gardens provided matching dollars of \$150,000.  
Mr. Clayton reiterated he would reach out to the Florida City representatives.

**Item moved by consensus of the members present**

**7. Global Talent and Competitiveness Council**

**7.a. Recommendation as to Approval of a New Training Provider and Program**

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

There was continued discussion regarding potential impact to the providers. The members of the Council continued their discussion.

**Item moved by consensus of the members present.**

[Mr. Manrique stepped out of the meeting room]  
[Mr. del Valle returned to the meeting room]

**7b. Recommendation as to Approval to Allocate Funds for TechHire Summer Boot Camps**  
Chairman Bridges introduced the item and Mr. Beasley further presented.

Mr. Clayton asked whether if the program would be implemented county-wide. Mr. Beasley responded at 14 locations throughout Miami-Dade County.

Ms. Ferradaz asked whether if the program would be implemented at all Miami-Dade County Public Schools. Mr. Beasley confirmed that the programs would be held at 13 Miami-Dade County Public School locations and at Big Brothers Big Sisters.

Mr. Clayton once again inquired whether if programs would be implemented at locations in Homestead and Florida City. Mr. Beasley provided further details.

**Item moved by consensus of the members present.**

[Mr. Carlos Manrique returned to the meeting room]  
[Chairman Bridges step out of the meeting room]

**7c. Recommendation as to Approval to Allocate Funds to Purchase Computers for a TechHire Center**

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

No further questions or discussion.

**Item moved by consensus of the members present.**

[Chairman Jeff Bridges returned to the meeting room]  
[Mr. Joe Chi arrived]

**7d. Recommendation as to Approval to Release the Workforce Services RFP**  
Chairman Bridges introduced the item and Mr. Beasley further presented.

No further questions or discussion.

**Item moved by consensus of the members present.**

**7e. Recommendation as to Approval to Allocate Funds for a TechLaunch Training Initiative**

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

No further questions or discussion.

**Item moved by consensus of the members present.**

**8e. Recommendation as to Approval to Allocate Funds for Performance Monitoring**

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

Mr. Clayton inquired about Florida Memorial University's (FMU) contract and Mr. Beasley provided updates. Mr. Beasley provided further details.

Chairman Bridges confirmed everyone fully understood the purpose of this item.

Mr. Piedra inquired about the number of CSSF centers currently being operated via direct services and Mr. Beasley responded a total of six. He further asked about the monitoring process and Mr. Beasley explained. Mr. Piedra further inquired about a different third party in order to avoid any potential conflict. Mr. Beasley further explained. SFWIB Assistant Director of Finance, Christine Azor explained that the auditing is being conducted on the fiscal component at this present moment. She additionally noted this referenced the programmatic functions. Ms. Thurman briefly shared her comments.

Mr. Piedra additionally requested more information be provided.

Mr. Perez noted into record that the Board is short one member present for a quorum

**Item moved by consensus of the members present.**

[Chairman Bridges noted into record that the Board is awaiting one additional member for a quorum.]

**4. Executive Director's Report**

**4.a. Executive Director's Update**

Mr. Beasley further presented his report and each member received a copy. The report contained information on: (1) STATE – Capital Update: Budget; (2) STATE – Capital Update: Potential Legislation; SB 1122 & 1124, HB 1231, SB 66, HB 711 and SB 1642.

No further questions or concerns.

**5.a. Information – Department of Labor Employment & Training Administration /Atlanta Region – Urban Strategies Initiative**

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

No further questions or concerns.

**6. Finance and Efficiency Council**

**6.a. Information – Financial Report for the Month of December 2017**

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

**Budget Adjustments**

**Revenues:** No Revenue Adjustment

**Expenses:**

- Headquarter Cost Decreased by \$236, 332
- Refugee Services Increased by \$236,332
- Training and Support Services Increased by \$152,790
- Other Programs and Contracts Decreased by \$152,790

**Explanation of Significant Variances:**

1. Training and Support Services – 16.1% versus 50%
2. Other Programs and Contracts – 2.3% versus 50%

Chairman Bridges asked whether there were any areas of concern that staff needs to focus on. Mr. Beasley responded “No.” He provided further details.

Mr. Piedra inquired about apprenticeships and Mr. Beasley provided an update.

There was continued discussion.

**6.b. Information – Fiscal Monitoring Activity Reports**

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

**8. Global Talent Competitiveness Council**

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

**8.b. Information – Workforce Services Balanced Scorecard and Job Placement Update**

**8.c. Information – Consumer Report Card**

**8.d. Information – CSSF Automated Customer Service Survey**

Chairman Bridges introduced the item and Mr. Beasley further asked Adult Programs staff member to further present. SFWIB Adults Program Supervisor Robert Smith appeared before the Board and presented the performance overview.

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

No further questions or discussions.

Mr. Beasley briefed the Board on updates regarding the current issues taking place in Tampa’s region, as well as this region’s efforts to ensure it is on the right track.

There was continued discussion.

[Mr. Piedra returned]

[Ms. Monica Russo Arrived]

[Dr. Denis Rod Stepped out of the meeting room]

[Mr. Juan Carlos del Valle returned to the meeting room]

[Quorum Verified by Chairman Bridges]

[Dr. Denis Rod returned to the meeting room; **Quorum Achieved**]

Chairman Bridges noted into record the following items for approval by the full Board:

**5b, 5c, 6c, 6d, 6e, 7a and 7d, 7e and 8e**

The above stated items were moved by Mr. Joe Chi. Motion seconded by Ms. Monica Russo; **Motion Passed Unanimously**

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

**Items:**

**2.a. Approval of SFWIB Meeting Minutes of December 14, 2017**

Vice-Chairman Andy Perez moved the approval of December 14, 2017 meeting minutes. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

**Item 7b:** Mr. Clarence Brown moved the approval. Motion seconded by Ms. Monica Russo; **Motion Passed unanimously**

[Mr. Manrique returned]

**Item 7c:** Vice-Chairman Perez introduced the item and Mr. Beasley further presented.

Chairman Bridges moved the approval of item 7c. Motion seconded by Ms. Monica Russo; **Motion Passed Unanimously**

There was continued discussion.

**Deferred Items:**

**3. Chairman's Report**

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



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**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:** 4/19/2018

**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:** 4/19/2018

**AGENDA ITEM NUMBER:** 5A

**AGENDA ITEM SUBJECT:** MENTAL HEALTH CHAMPION AWARD

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

**RECOMMENDATION:** N/A

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

**STRATEGIC PROJECT:** **Strengthen partnership w/required WIOA partners**

**BACKGROUND:**

On March 4, 2018, CareerSource South Florida was presented as the first ever recipient of the Key Clubhouse of South Florida Mental Health Champion Award.

This recognition was given to Executive Director, Mr. Rick Beasley at the Key Clubhouse of South Florida third annual benefit luncheon, in appreciation for CareerSource South Florida's continued support to employing people living with mental illness.

CareerSource South Florida in partnership with the Key Clubhouse has hired eight of their members to work in the career centers, providing services to employers and jobseekers of Miami-Dade county.

The Key Clubhouse of South Florida opened its doors in July, 2010 and has served 500 people diagnosed with mental illnesses and has continued to fill the gap in the mental health system by offering opportunities for meaningful work, education, friendships in a supportive, caring and dignified community setting. Key Clubhouse is one of more than 320 clubhouse programs worldwide, based on the principle that meaningful work is critical in bringing positive change to the lives of those living with mental illness.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 5B

**AGENDA ITEM SUBJECT:** TOGETHER FOR CHILDREN INITIATIVE

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

**RECOMMENDATION:** N/A

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

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

### **BACKGROUND:**

Together for Children is an innovative collaboration between government, education, business, law enforcement, and justice entities, along with community-based organizations, faith-based institutions, individual community members and investment partners. The mission of Together for Children is to leverage resources, experience and ideas to create data-driven, neighborhood action plans that are intended to prevent youth violence.

When and how did the coalition come to be?

Anchor institutions, including Miami-Dade County Public Schools, Miami-Dade County, the Children's Trust, the State Attorney's Office, and the United States Attorney's Office, first came together in April 2016 at the Historic Hampton House. The mission was to align, leverage and expand their own resources and programs, taking the first step to tackle root causes of youth violence in a proactive way by using data processes to identify the most vulnerable youth. Once anchor institutions considered data and reflected on their own services, they held a public invitation in September 2016 to encourage community members and community-based organizations to join the coalition in developing neighborhood-specific action plans to empower and protect at-risk youth.

Over the weeks that followed, the coalition met in zip codes which data shows have the highest incidence of youth violence. Community planning meetings and follow up working group sessions were then held to develop neighborhood action plans.

The next phase of the work has been focused on continuing to build the framework for neighborhood action plans. We are and will continue to engage youth through listening tours and surveys. We have also expand outreach by using social media and continue engaging community members through meetings with a variety of groups including parents, service providers, and leaders of faith-based organizations, in housing complexes, neighborhood centers, and other areas that data shows are most impacted by youth violence.

Once, based on the collection of all the previously mentioned feedback and ideas, the frameworks for the action plans are developed, all coalition members and the community as a whole will be invited to another series of meetings to continue to add their thoughts, concerns, and ideas to those frameworks.

Ultimately, with the collaboration of all of those previously mentioned, neighborhood action plans will be developed, specific to the needs in north, central and south regions of Miami-Dade.

Who is in charge?

The communities most affected by youth violence, in partnership with anchor institutions.

Who are the partners?

- Community-Based Organizations
- Community Members
- Faith-Based Organizations
- Florida Department of Children and Families, Circuit Eleven
- Florida Department of Juvenile Justice, Circuit Eleven
- Foundation for New Education Initiatives
- Greater Miami Chamber of Commerce
- Higher Education Institutions
- Juvenile Division of the 11th Judicial Circuit Court Miami-Dade County
- Miami-Dade County
- Miami-Dade County Public Defender's Office
- Miami-Dade County Public Schools
- Miami-Dade State Attorney's Office
- Municipal Partners
- The Children's Trust
- The Miami Foundation
- United States Attorney's Office, Southern District of Florida
- United Way of Miami-Dade

How is this initiative different than previous anti-violence efforts?

Together for Children is uniting anchor institutions, community-based organizations, faith-based institutions and community members around the common goal of breaking the cycle of youth violence that is plaguing many of our communities. The Together for Children coalition is innovative in that, for the first time, anchor institutions and the community are coming together to develop comprehensive, data-driven solutions that focus on preventing youth violence before it occurs.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 5C

**AGENDA ITEM SUBJECT:** APPROVAL TO ALLOCATE FUNDS TO ADULT MANKIND ORGANIZATION

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

**RECOMMENDATION:** The Executive Committee recommends to the Board the approval to allocate \$300,000 funds to Adult Mankind Organization for the Summer Youth Employment Program, as set forth below.

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

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

### **BACKGROUND:**

The City of Miami Gardens City Council, under the leadership of Mayor Oliver Gilbert, agreed to enter into a partnership with the SFWIB to provide employment opportunities to up to 173 youth residents of Miami Gardens. The SFWIB will provide summer job opportunities for youth between the ages of 15 to 18. Youth enrolled in the program will also receive employability skills training.

As part of the partnership, the City of Miami Gardens will provide \$150,000 to the SFWIB toward the program; and the SFWIB will provide matching funds of \$150,000 in Temporary Assistance for Needy Families (TANF) funds. This program will provide Miami Gardens' future workforce career exposure within local businesses, public sector, and community-based organizations.

Adult Mankind Organization will be responsible for administering the program, which includes payroll, recruitment, job placement, and work readiness training for the youth participants.

**FUNDING:** City of Miami Gardens and Temporary Assistance for Needy Families (TANF)

**PERFORMANCE:** N/A

*ATTACHMENT*

**PRICE COST ANALYSIS FOR  
CITY OF MIAMI GARDENS SUMMER EMPLOYMENT PROGRAM**

<i>PROGRAM ALLOCATION</i>	<i>ESTIMATED # PARTICIPANTS</i>	<i>HOURLY RATE</i>	<i>COST PER YOUTH</i>	<i>TOTAL COST</i>	<i>HOURLY RATE</i>	<i>COST PER YOUTH</i>	<i>TOTAL COST</i>
<i>\$300,000</i>	<i>173</i>		<i>140</i>			<i>150</i>	

**PROGRAM UNIT COST**

<b>HOURLY RATE</b>		<b>\$ 9.00</b>	<b>\$ 1,260.00</b>	<b>\$ 217,980</b>	<b>\$ 9.00</b>	<b>\$ 1,350.00</b>	<b>\$ 233,550</b>
<b>UNEMPLOYMENT INSURANCE</b>	<b>7.65%</b>	<b>\$ 0.69</b>	<b>\$ 96.39</b>	<b>\$ 16,675</b>	<b>\$ 0.69</b>	<b>\$ 103.28</b>	<b>\$ 17,867</b>
<b>WORKER COMP</b>	<b>3.00%</b>	<b>\$ 0.27</b>	<b>\$ 37.80</b>	<b>\$ 6,539</b>	<b>\$ 0.27</b>	<b>\$ 40.50</b>	<b>\$ 7,007</b>
<b>IN-DIRECT COST RATE</b>	<b>10.00%</b>	<b>\$ 0.90</b>	<b>\$ 126.00</b>	<b>\$ 21,798</b>	<b>\$ 0.90</b>	<b>\$ 135.00</b>	<b>\$ 23,355</b>
<b>PROGRAM COST RATE</b>	<b>17.00%</b>	<b>\$ 1.53</b>	<b>\$ 214.20</b>	<b>\$ 37,057</b>	<b>\$ 1.53</b>	<b>\$ 229.50</b>	<b>\$ 39,704</b>
<b>TOTALS</b>		<b>\$ 12.39</b>	<b>\$ 1,734.39</b>	<b>\$ 300,049</b>	<b>\$ 12.39</b>	<b>\$ 1,858.28</b>	<b>\$ 321,482</b>

**# OF WEEKS @ 20HRS**

**7.0**

**7.5**

**# OF WEEKS @ 40HRS**

**3.5**

**3.8**



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 5D

**AGENDA ITEM SUBJECT:** APPROVAL TO ALLOCATE FUNDS TO YOUTH CO-OP, INC.

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

**RECOMMENDATION:** The Executive Committee recommends to the Board the approval to allocate funds to Youth Co-Op, Inc. for the Summer Youth Employment Program, as set forth below.

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

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

### **BACKGROUND:**

The City Council of the City of Homestead agreed to enter into a partnership with the South Florida Workforce Investment Board (SFWIB) to provide employment opportunities to up to 86 youth residents of Homestead. The SFWIB will provide summer job placement for youth between the ages of 15 to 18.

As part of the partnership, the City of Homestead will provide \$50,000 in general revenue to the SFWIB toward the program; and the SFWIB will provide \$100,000 in Temporary Assistance for Needy Families (TANF) funds. The program is designed to provide entry-level positions with local businesses, public sector, and community-based organizations to the City of Homestead's future workforce. The youth participants will earn \$9.00 per hour for a total of 140 hours, 20 of which are for work readiness training.

Youth CO-OP, Inc. will be responsible for administering the program, which includes payroll, recruitment, job placement, and work readiness training for the youth participants.

**FUNDING:** City of Homestead and Temporary Assistance for Needy Families (TANF)

**PERFORMANCE:** N/A

*ATTACHMENT*

**PRICE COST ANALYSIS FOR  
CITY OF HOMESTEAD SUMMER EMPLOYMENT PROGRAM**

<i>PROGRAM ALLOCATION</i>	<i>ESTIMATED # PARTICIPANTS</i>	<i>HOURLY RATE</i>	<i>COST PER YOUTH</i>	<i>TOTAL COST</i>	<i>HOURLY RATE</i>	<i>COST PER YOUTH</i>	<i>TOTAL COST</i>
<i>\$150,000</i>	<i>86</i>		<i>140</i>			<i>150</i>	

**PROGRAM UNIT COST**

<b>HOURLY RATE</b>		<b>\$ 9.00</b>	<b>\$ 1,260.00</b>	<b>\$ 108,360</b>	<b>\$ 9.00</b>	<b>\$ 1,350.00</b>	<b>\$ 116,100</b>
<b>UNEMPLOYMENT INSURANCE</b>	<b>7.65%</b>	<b>\$ 0.69</b>	<b>\$ 96.39</b>	<b>\$ 8,290</b>	<b>\$ 0.69</b>	<b>\$ 103.28</b>	<b>\$ 8,882</b>
<b>WORKER COMP</b>	<b>3.00%</b>	<b>\$ 0.27</b>	<b>\$ 37.80</b>	<b>\$ 3,251</b>	<b>\$ 0.27</b>	<b>\$ 40.50</b>	<b>\$ 3,483</b>
<b>IN-DIRECT COST RATE</b>	<b>10.00%</b>	<b>\$ 0.90</b>	<b>\$ 126.00</b>	<b>\$ 10,836</b>	<b>\$ 0.90</b>	<b>\$ 135.00</b>	<b>\$ 11,610</b>
<b>PROGRAM COST RATE</b>	<b>17.00%</b>	<b>\$ 1.53</b>	<b>\$ 214.20</b>	<b>\$ 18,421</b>	<b>\$ 1.53</b>	<b>\$ 229.50</b>	<b>\$ 19,737</b>
<b>TOTALS</b>		<b>\$ 12.39</b>	<b>\$ 1,734.39</b>	<b>\$ 149,158</b>	<b>\$ 12.39</b>	<b>\$ 1,858.28</b>	<b>\$ 159,812</b>

**# OF WEEKS @ 20HRS**

**7.0**

**7.5**

**# OF WEEKS @ 40HRS**

**3.5**

**3.8**



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 6A

**AGENDA ITEM SUBJECT:** FINANCIAL REPORT

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

**RECOMMENDATION:** N/A

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

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

**BACKGROUND:**

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently. Accordingly, the attached un-audited financial report for the month of February 2018 is being presented for review by the Board members.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 6C

**AGENDA ITEM SUBJECT:** ACCEPTANCE OF ADDITIONAL NATIONAL EMERGENCY GRANT FUNDS.

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

**RECOMMENDATION:** The Finance and Efficiency Council recommends to the Board the approval to accept an additional \$388,291 in National Emergency Grant Funds, as set forth below.

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

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

### **BACKGROUND:**

On February 20, 2018, the South Florida Workforce Investment Board received a Notice of Fund Availability (NFA) from the United States Department of Labor through the Department of Economic Opportunity (DEO) in the State of Florida for Hurricane Irma and Hurricane Maria evacuees totaling \$388,291.

The purpose of the award is to provide services to individuals who relocated from Puerto Rico and the Virgin Islands to Florida as a consequence of Hurricane Maria.

The use of NEG funds must follow all applicable WIOA laws, rules and regulations; and must be consistent with the Training and Employment Guidance Letter (TEGL) 02-15 and the State of Florida Hurricane Evacuees Dislocated Worker Grant Federal Award terms.

**FUNDING:** National Emergency Grant-Workforce Innovation and Opportunity Act National Dislocated Worker

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 6D

**AGENDA ITEM SUBJECT:** DEOBLIGATION OF NATIONAL EMERGENCY GRANT FUNDS FOR HURRICANE IRMA.

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

**RECOMMENDATION:** The Finance and Efficiency Council recommends to the Board the approval to de-obligate \$2,000,000 in spending authority in the National Emergency Grant funds, as set forth below.

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

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

### **BACKGROUND:**

On December 14, 2017, the South Florida Workforce Investment Board (SFWIB) approved to accept an initial allocation of \$4,571,292 in National Emergency Grant funds from the United States Department of Labor through the Florida Department of Economic Opportunity (DEO). The funds were awarded in response to the devastation caused by Hurricane Irma to Local Workforce Development Area (LWDA) 23.

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 in LWDA 23. Subsequently, the funds were awarded to various municipalities in Miami-Dade and Monroe counties.

SFWIB staff received a request from DEO to voluntarily de-obligate spending authority under the National Emergency Grant Funds. DEO made the request due to a number of Regional Workforce Boards have expended their NEG allocation. The SFWIB agreed to de-obligate \$2,000,000 in spending authority. However, if the SFWIB finds that additional funds are needed in order to complete the clean-up and restoration project, a request for additional spending authority can be requested.

**FUNDING:** National Emergency Grant- Workforce Innovation and Opportunity Act National Dislocated Worker

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 6E

**AGENDA ITEM SUBJECT:** ACCEPTANCE OF WAGNER PEYSER COOPERATIVE OUTREACH PROGRAM FUNDS.

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

**RECOMMENDATION:** The Finance and Efficiency Council recommends to the Board the approval to accept \$38,438 in Wagner Peyser Cooperative Outreach Program funds, as set forth below.

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

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

### **BACKGROUND:**

On September 28, 2017, the South Florida Workforce Investment Board (SFWIB) received a Notice of Fund Availability (NFA) from the Department of Economic Opportunity (DEO) in the State of Florida for Wagner Peyser 7B Cooperative Outreach Program totaling \$38,438.

CareerSource Florida negotiated a statewide public information and outreach contract with Moore Communications Group that local workforce development boards may use to enhance their customized outreach and educational tools for employers and job seekers.

The purpose of the funds is to facilitate meeting the goals and outcome measures of the Wagner Peyser program.

**FUNDING:** Wagner Peyser

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 6F

**AGENDA ITEM SUBJECT:** ACCEPTANCE OF ADDITIONAL VETERAN FUNDS.

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

**RECOMMENDATION:** The Finance and Efficiency Council recommends to the Board the approval to accept \$54,402 in Veteran funds for Veteran programs, as set forth below.

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

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

### **BACKGROUND:**

On June 15, 2017, the South Florida Workforce Investment Board (SFWIB) approved the fiscal year 2017-2018 budget which included estimated funds for Disabled and Local Veterans programs. At its February 15, 2018 meeting, the Board approved adjustments to the 2017-2018 budget which included adjustments to the two veterans programs.

On March 9, 2018 and March 30, 2018, the SFWIB received two Notices of Funds Availability (NFA) from the Department of Economic Opportunity (DEO) in the State of Florida as part of the adjustments made quarterly to veterans programs. The released adjusted amounts are as follows:

- Disabled Veterans \$43,614
- Local Veterans \$25,583

The funding provides intensive services to eligible veterans and their spouses; as well as, outreach services to employers.

**FUNDING:** Disabled and Local Veterans

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 6G

**AGENDA ITEM SUBJECT:** NATIONAL EMERGENCY GRANT (NEG) EXTENSION

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

**RECOMMENDATION:** The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$330,012 in additional National Emergency Grant funds to the City of North Miami and the City of Opa-Locka, as set forth below.

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

**STRATEGIC PROJECT:** **Improve service delivery outcomes**

### **BACKGROUND:**

At the December 14, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) accepted and approved the National Emergency Grant (NEG) award of up to \$4,571,292. The Hurricane Irma Disaster Relief Employment Assistance Program served to recruit and provide temporary employment opportunities under the NEG, as requested by local municipalities. The funds were allocated based on recovery needs requested by various municipalities throughout Miami Dade and Monroe counties.

The City of North Miami and the City of Opa Locka are requesting additional NEG funding to accommodate a work extension for residents in their respective programs. The extension allows the NEG participants to remain employed for another two months. The request is the result of an assessment that was conducted, which determined there is still work to be completed. The extension will result in an additional 320 hours of service for each municipality.

The additional \$330,012 consists of the following:

City of North Miami  
Residents Presently Employed: 28  
Cost: \$111,612

City of Opa Locka  
Residents Presently Employed: 30  
Cost: \$218,400

The allocations will be made from the original \$4,571,292 award in NEG funding. The additional funds, will allow participants to continue their employment by assisting with clean-up, humanitarian and restoration activities in the municipalities.

**FUNDING:** National Emergency Grant Funds

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 7A

**AGENDA ITEM SUBJECT:** NEW RIVIERA NURSING & REHABILITATION CENTER, LLC. EMPLOYED WORKER TRAINING (EWT) UPDATE

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

**RECOMMENDATION:** NA

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

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

### **BACKGROUND:**

On February 27, 2018, the SFWIB Executive Director approved an Employed Worker Training (EWT) application in the amount of \$6,795 for New Riviera Nursing & Rehabilitation Center, Inc. In accordance with the Application Review/Approval section VIII (B) of the Employed Worker Training Policy, the SFWIB Executive Director has the authority to approve application requests \$50,000 or less.

New Riviera Nursing & Rehabilitation Center, LLC is a for-profit state-of-the-art, 223-bed facility that offers patients a unique health care experience by combining post-acute and rehabilitation services, located in Coral Gables, FL. Furnished with the latest computerized HUR rehabilitation technology and equipment, the team of trained specialist assists patients who require short and long term care as they transition from the hospital to home by expediting the recovery process and restoring function.

The long term health care industry requires New Riviera Nursing & Rehabilitation Center, LLC, to have trained in-house nursing staff to ensure patients are provided with the highest quality services available. The need for training is essential to the long-term success of the center and the care provided to patients. Regulatory and legislative requirements have impacted the center's ability to provide training needed for their existing staff.

Nursing Unlimited, Inc. will deliver training to 21 of the company's 394 employees, and will focus on the following:

- Wound Care Update - provides healthcare professionals with the knowledge to identify prevent and treat Stage III and Stage IV pressure ulcers using the most recent standards of care. Proper care of Ostomies is included in the training.
- Peripherally Inserted Central Catheter (PICC) Line Insertion - training in the latest technological advancements in IV therapy, which includes theory and simulated practice on the anatomically correct Peter

PICC line manikin. Successful completion of the training allows experienced registered nurses to insert this line according to healthcare facility policy. PICC lines establish venous access in patients in a safe, cost-effective and improved manner.

- IV Therapy – is a 30-hour training that meets the requirements of the Florida State Board of Nursing for certification of Licensed Practical Nurses (LPN) to administer improved and enhanced IV therapy. The training also serves as an update for registered nurses who have been out of clinical practice and want to improved and enhance their IV skills. Consisting of both theory and practice sessions, emphasis will be on quality care issues, employing scrupulous aseptic procedure to prevent infection and proper insertion technique to minimize patient discomfort.

Employees who successfully complete the training will receive a certificate of completion in Wound Care and PICC Line Insertion, 30-hour IV Therapy certification that meets the Florida State Board of Nursing requirements for LPNs to administer IV therapy and see an immediate increase in wages. Training is projected to be completed by June 15, 2018.

The table below sets forth the cost of the project.

Project Amount	Number of Employees to be Trained	Cost per Participant
\$6,795	21	\$323.57

**FUNDING:** As described within the background section.

**PERFORMANCE:** As described within the background section.

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 7B

**AGENDA ITEM SUBJECT:** VICTORIA NURSING & REHABILITATION CENTER, INC. EMPLOYED WORKER TRAINING (EWT) UPDATE

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

**RECOMMENDATION:** NA

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

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

### **BACKGROUND:**

On February 27, 2018, the SFWIB Executive Director approved an Employed Worker Training (EWT) application in the amount of \$12,195 for Victoria Nursing & Rehabilitation Center, Inc. In accordance with the Application Review/Approval, section VIII (B) of the Employed Worker Training Policy, the SFWIB Executive Director has the authority to approve application requests \$50,000 or less.

Victoria Nursing & Rehabilitation Center, Inc. is a for-profit skilled nursing facility with 264 beds, of which 196 beds are private, located in Miami, FL. The center provides specialized care to help minimize hospital stay and prepares patients to return home or begin a lower level of care. Registered nurses, certified nursing assistants, physical, occupational and speech therapist offers quality medical, nursing and rehabilitation services; and the facility is rated 5-star by Centers for Medicare and Medicaid Services for excellence in healthcare and rehabilitation services.

The long term care industry requires Victoria Nursing & Rehabilitation Center, Inc., to have trained in-house nursing staff to ensure that patients are provided with the highest quality services available. The need for training is essential to the long-term success of the center and the care provided to patients. Regulatory and legislative requirements have impacted the center's ability to provide the training needed for their existing staff.

Nursing Unlimited, Inc. will deliver training to 41 of the company's 454 employees, and will focus on the following:

- Wound Care Update - provides healthcare professionals with the knowledge to identify prevent and treat Stage III and Stage IV pressure ulcers using the most recent standards of care. Proper care of Ostomies is included in the training.
- Peripherally Inserted Central Catheter (PICC) Line Insertion - training in the latest technological advancements in IV therapy, which includes theory and simulated practice on the anatomically correct Peter

Peripherally Inserted Central Catheter (PICC) line manikin. Successful completion of the training allows experienced registered nurses to insert this line according to healthcare facility policy. PICC lines establish venous access in patients in a safe, cost-effective and improved manner.

- IV Therapy – is a 30-hour training that meets the requirements of the Florida State Board of Nursing for certification of Licensed Practical Nurses (LPN) to administer improved and enhanced IV therapy. The training also serves as an update for registered nurses who have been out of clinical practice and want to improve and enhance their IV skills. Consisting of both theory and practice sessions, emphasis will be on quality care issues, employing scrupulous aseptic procedure to prevent infection and proper insertion technique to minimize patient discomfort.

After completion of the training, individuals that complete their courses will see an immediate impact on their wages and the company will continue its long term successful operation of its facility and patient care.

Employees who successfully complete the training will receive a certificate of completion in Wound Care and PICC Line Insertion, 30-hour IV Therapy certification that meets the Florida State Board of Nursing requirements for LPNs to administer IV therapy and see an immediate increase in wages. Training is projected to be completed by June 15, 2018.

The table below sets forth the cost of the project.

Project Amount	Number of Employees to be Trained	Cost per Participant
\$12,195	30	\$297.44

**FUNDING:** As described within the background section.

**PERFORMANCE:** As described within the background section.

*NO ATTACHMENT*



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 7C

**AGENDA ITEM SUBJECT:** YOUTH CO-OP REQUEST TO CANCEL NORTHSIDE CENTER CONTRACT

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

**RECOMMENDATION:** N/A

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

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

**BACKGROUND:**

On March 22, 2018, Youth Co-Op Inc. submitted a written notification to the Executive Director to terminate their Workforce Services contract to operate the Northside Career Center. The SFWIB Workforce Services contract requires a provider to submit in writing a request to terminate their contract a minimum of 60 days prior to the requested termination date. The Executive Director received their request on March 22, and has approved the request.

The SFWIB Staff will begin coordination with the Youth Co-Op staff immediately to prepare for the transition. SFWIB will assume full operations of the Northside Center on May 21, 2018. Current center staff that Youth Co-Op does not retain will be given the opportunity for continued employment.

The SFWIB staff will also add the Northside location to the current Request for Proposals for Workforce Services released on March 14, 2018.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 7D

**AGENDA ITEM SUBJECT:** INDIVIDUAL TRAINING ACCOUNT POLICY REVISIONS

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

**RECOMMENDATION:** The Global Talent and Competitiveness Council recommends to the Board the approval of a revised Individual Training Account (ITA) Policy, as set forth below.

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

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

### **BACKGROUND:**

SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of a revised Individual Training Account (ITA) Policy, as set forth below.

On August 17, 2017, the SFWIB approved a revision to the Individual Training Account (ITA) Policy. The policy guides SFWIB Center operators and Training Providers in the administration of an ITA. Federal and state law permit local workforce development boards to independently develop criteria for the selection and maintenance of Training Providers and Programs.

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

1. Formatting for consistent with all SFWIB Policies.
2. Definitions – added Classification of Instructional Program, Employ Florida, Labor Market Information, Occupational Information Network (O\*NET), Occupation Training Area, Quadrant Benchmark, Recognized Postsecondary Credential, Stackable Credential, Standard Occupational Classification System; and revised the definitions for Individual Employment Plan, Individual Training Account, ITA Maximum Amount, ITA/voucher, Occupational Training Area, Pell Grant, Stackable Credential, and Targeted Occupational List.
3. ITA Fee Structure
  - a. ITA Cost - revisions to the submission date and cost structure information.
4. ITA Voucher – added language clarifying voucher process.

5. Financial Aid – added language clarifying documentation required for participant’s file, training vendors responsibility to the SFWIB or its authorized representative and the timeframe for reimbursement to the SFWIB.
6. Duplication of Payment – added criteria for training vendors to reimburse the SFWIB for duplicate payments consistent with the Training Vendor Agreement.
7. Limitations – added language consistent with the Training Vendor Agreement regarding the exception to the number of ITA participants are allowed and the language in which training programs may be delivered.
8. Performance Measures
  - a. Added the criteria for the Postsecondary Credential Attainment Rate which is one of the three required performance measures training vendors must satisfy for each training program offered.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

### I. OF INTEREST TO

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

### II. **Subject**

Training utilizing Individual Training Accounts (ITAs)

### III. **Purpose**

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

### IV. **Background**

An ITA is the vehicle through which the SFWIB expends training dollars. An ITA may be used to pay for or help defray the cost of training by an approved SFWIB Training Vendor. An ITA may also be used to provide training in an occupation clearly linked to a priority industry that is in local demand or appears on the WDA 23 Targeted Occupations List (TOL). Individual training accounts are available to customers eligible for WIOA Adult, Dislocated Worker, Youth and Welfare Transition programs; however, it should be noted that an ITA is neither an entitlement nor a right.

### V. **STATUTORY AUTHORITIES**

Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128

Florida Statutes, Title XXXI, Chapter 445 – Workforce Services, State of Florida Workforce Innovation Act of 2000

### VI. **DEFINITIONS**

1. Actual Start Date: the date that the participant commences classes.
2. Approved Training Program: a SFWIB-Approved occupational training program, including online training linked to occupational and program titles seen on WDA 23's current Targeted Occupations List.
3. Assessment: the process by which Career Center staff evaluates eligible participants before they enroll in a training program.
4. Classification of Instructional Program (CIP) Code: designed by the U.S. Department of Education's National Center for Education Statistics (NCES), the 10-digit CIP code provides a taxonomic scheme that supports the accurate tracking, assessment and reporting of fields of study and program completions activity.
5. Completion: the total number of classroom hours or competencies required for a participant's attainment of a certificate or degree.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

6. Credential: a formalized recognition (i.e., certificate, certification, degree) of an individual's attainment of measurable technical or occupational skills necessary to obtain employment or advance within an occupation. The technical or occupational skills are generally based on standards developed and/or endorsed by employers. A credential can be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder. A "work readiness" certificate is not included in this definition as it does not document measurable technical or occupational skills necessary to gain employment or advance within an occupation.
7. Credential Attainment: a participant's attainment of a certificate or degree issued by the State of Florida and/or competencies required for a specific job or occupational group at the conclusion of a course of study.
8. Economic Benefit per Placement: the return on investment per approved training program for each participant placed.
9. Employ Florida (EF): the State of Florida's system for tracking Federal performance on participants enrolled in an Individual Training Account. The tool is another component of the Employ Florida network of workforce services and resources. It is a powerful online tool specifically designed to help connect employers and job seekers.
10. Individual Employment Plan (IEP): is an individualized career service under the WIOA that is developed jointly by the participant and career planner when determined appropriate by the career center or career center operator. The plan is an ongoing strategy to identify employment goals, achievement objectives, and an appropriate combination of services for the participant to achieve the employment goals. As part of the IEP process, participants are provided with information regarding eligible providers of training services and career pathways to attain career objectives.
11. Individual Training Account (ITA): is a scholarship in the form of a voucher that covers training costs (i.e., tuition, fees, books, required materials and supplies) for eligible adult or dislocated workers in need of training services in order to secure employment. The scholarship pays for enrollment in an SFWIB approved training program.
12. ITA Maximum Amount: the maximum dollar amount that can be paid for each SFWIB approved program.
13. ITA Voucher: the system-generated instrument used to pay for SFWIB approved training programs. The instrument is only valid if it contains all required signatures (i.e., participant, career advisor and supervisor).
14. Labor Market Information (LMI): the Florida Department of Economic Opportunity's Labor Market Statistics Center produces, analyzes, and delivers timely and reliable labor statistics information to improve economic decision-making. Information regarding economic indicators, salaries, high and low demand occupations, occupational and demographic data, and more on Florida and more specifically local areas may be obtained. Additional information may be accessed through the U.S. Bureau of Labor Statistics.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

15. Occupational Information Network (O\*NET): is a Standard Occupational Classification (SOC) based system, accessed as a free online database that contains hundreds of occupational definitions to help students, job seekers, workforce development and human resources professionals, researchers, and others to understand today's world of work in the United States.
16. Occupational Training Area: program titles linked to occupational titles below Bachelor's Degree level listed on the Standard Occupational Classification (SOC) to Classification of Instructional Program (CIP) Crosswalk.
17. Pell Grant: the federal grant available to eligible participants for training program costs, in whole or part.
18. Performance Measures/Standards: a set of Federal, State and local standards for determining a Training Vendor's compliance with completion and placement requirements.
19. Placements: the number of participants that obtain unsubsidized employment following completion of a training program.
20. Quadrant Benchmark: the linkage of an educational program to one of four quadrant categories: High Growth/High Wage (HG/HW), Low Growth/High Wage (LG/HW), High Growth/Low Wage (HG/LW), and Low Growth/Low Wage (LG/LW). The maximum dollar amount allocated for each occupational training area is a direct correlation of the four listed categories.
21. Recognized Postsecondary Credential: an award that requires completion of an organized program of study at the post-secondary level bestowed by an accredited educational institution, an industry recognized association, or an occupational association or professional society. The credential is awarded in recognition of an individual's attainment of measurable technical or industry/occupational skills necessary to obtain employment or advance within an industry/occupation. The types of credentials includes educational diploma, certificate or certification (typically for one academic year or less of study); an associate (2-year) or baccalaureate (4-year) degree; registered apprenticeship certificate of completion; a license (typically awarded/recognized by the State involved or Federal Government); and industry-recognized or professional association certificate or certification (also known as personnel certifications); and other skill certificates for specific skill sets or competencies within one or more industries or occupations. Work readiness certificates or those awarded by workforce development boards are not part of this definition because neither type of certificate documents the measureable technical or industry/occupational skills necessary to gain employment or advance within an occupation. Similarly, such certificates must recognize technology or industry/occupational skills for the specific industry/occupation rather than general skills related to safety, hygiene, etc., even if such general skills certificates are broadly required to qualify for entry-level employment or advancement in employment.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

22. Stackable Credential: a credential that is part of a sequence of credentials that can be accumulated over time to build an individual's qualifications and help them move along a career path or up a career ladder to different and potentially higher-paying jobs.
23. Standard Occupational Classification (SOC) System: a system used by Federal statistical agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data. This system of occupational code assignments assists users of the information relate a job title or occupational specialty to a six-digit Occupational Information Network (O\*NET) SOC occupation.
24. Workforce Management System (WFMS) formerly the Service Account Management System (SAMS): the system for tracking participants' training-related information, i.e., expenditures and performance data.
25. Targeted Industries: industries determined by the SFWIB as a priority for occupational training; currently, those industries are Aviation; Creative Design; Hospitality & Tourism; Information Technology Banking & Finance; Life Science & Healthcare; and Trade & Logistic.
26. Targeted Occupations List (TOL): a State-compiled list of occupations that Local Workforce Development Boards may offer training in.
27. Training-Related Placement: the number of participants that obtain unsubsidized employment in an occupational area relevant to the training program completed.

### VII. Assessment

CareerSource center staff is required to individually assess eligible participants for training **prior to** the issuance of an ITA voucher. The assessment process consists of examining a participant's academic and employment background as well as developing an Individual Employment Plan (IEP) which includes short- and long-term career interests. The intent of this process is to assist the participant in selecting a training program in which he/she is likely to succeed, and ultimately contribute to the achievement of economic self-sufficiency.

### VIII. Individual Training Account Fee Structure

#### A. ITA Cost

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

Specifically, the ITA limit per public school training program is set at 100% of the public institutions' submitted cost information. **Where there is no approved public education institution comparable program, the cost of the approved private training vendor's program will be based**

## FWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

on the previous program year's maximum ITA amount, a Florida public education institution's comparable program, and within the applicable quadrant benchmark category.

### B. Individual Training Account Cap

The maximum cap for the ITA is **\$10,000**.

### C. ITA Amount for Occupational Training Areas

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

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

- Occupations identified as High Growth/High Wage **up to and including \$10,000**.
- Occupations identified as Low Growth/High Wage **up to and including \$7,500**.
- Occupations identified as High Growth/Low Wage **up to and including \$5,000**.
- Occupations identified as Low Growth/Low Wage **up to and including \$2,500**.

The formula to determine an occupation's quadrant category is based on the State of Florida's LMI data for the fastest growing occupations within WDA 23 by the growth and salary rates. Annually, the average growth and average salary rates are determined for the identified occupations, sorted by the growth rate and average salary, and placed in the appropriate category.

### D. ITA Voucher

A voucher will be issued covering up to and including 50 percent of the maximum approved ITA amount. The actual start date must be entered in the WFMS and the participant must attend class for 14 days after the actual start date of training before the voucher can be submitted for payment. The 14-day period begins when the participant's information is entered in the WFMS, such as actual start date and length of program.

Upon the participant's completion of up to and including 50 percent of the training program, a voucher will be issued for the remaining maximum ITA amount. **Note:** payment of the remaining amount is contingent upon the training provider's submission of documentation evidencing the participant's attendance records to the applicable service provider.

All vouchers must be issued within the same Program Year in which the service(s) was/were rendered.

Please refer to the SFWIB Performance Reporting Requirements Policy & Procedures for more information.

## IX. **Duration of Training for Individual Training Accounts**

Individual Training Accounts can only be used to cover the cost of **up to and including** one year of training. This is a lifetime limit.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

**Exception:** Programs identified by the SFWIB as targeted industries are exempt from the one-year limitation.

If the SFWIB participant's training cost is covered by another funding source, for example Pell Grants or scholarships, of the maximum ITA amount approved only **up to and including** \$2,000 may be issued via voucher to offset the costs of books, certification examination/testing fees, etc., for up **to and including** one year of training.

**Note:** the \$2,000 is included within the approved maximum ITA amount.

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

Associate of Arts (A.A. Degree) and Bachelor Degree programs are not covered by ITAs, except when the SFWIB determines there is a training program that demonstrates effectiveness to serve targeted populations.

### X. Financial Aid

#### A. Pell Grants

All SFWIB participants requesting an ITA are required to apply for the Pell Grant (Pell or Title IV) prior to enrolling in training by completing the Free Application for Federal Student Aid (FAFSA). The Expected Family Contribution (EFC) number and the Pell Award amount must be provided at time of enrollment. Documentation evidencing the participant applied for the PELL grant must be obtained by the training vendor and a copy provided to the service provider to be maintained in the participant's file.

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

In the case where the Pell award is in excess of the ITA voucher amount used when the SFWIB participant enrolled, the Training Vendor must reimburse the SFWIB the difference within 10 days of the occurrence.

#### B. Other Financial Aid/Student Loans

SFWIB participants who are eligible for a Pell Grant that elect to attend training programs, may be required to obtain student loans, grants and/or other financial aid to cover the cost of the program in which they wish to enroll if the ITA amount and the Pell Grant do not cover the full cost of the program. An acknowledgement form stating the same must be signed by the participant and maintained in their file.

If the SFWIB participant is not Pell eligible, or the school or program is not Title IV eligible, the SFWIB participant is required to obtain student loans, grants and/or other financial aid to cover the cost of the program not covered by the ITA amount. The SFWIB will not be responsible for any debts incurred by an SFWIB participant. Any outstanding balances for training not covered by the ITA shall be the sole responsibility of the participant.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

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

### **XI. Duplication of Payment**

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

### **XII. Limitations**

- 1) Only one training program per SFWIB participant can be paid through the ITA; participants are limited to one lifetime ITA. **Exception:** Programs identified by the SFWIB as targeted industries are exempt from the one-year limitation.
- 2) The SFWIB participant must enroll in school half-time or full-time as defined by the Training Vendor.
- 3) The ITA can only be used for courses that are specifically required for the program of study.
- 4) The SFWIB will only pay once for each required class in an approved training program. The SFWIB will not pay for re-takes. This one-time payment includes remedial courses.
- 5) The SFWIB will only pay once for each required certification examination.
- 6) The Training Vendor is required to conduct all training in the English language in those occupations/programs where licensing and certification examinations are only offered in the English language. This requirement seeks to ensure that SFWIB participants are trained in the same language that they will be tested and able to comprehend the licensing and certification examinations. Associate of Arts (A.A. Degree) and Bachelor Degree programs are not covered by the Individual Training Account, unless as specified under Section IX, Duration of Training for Individual Training Accounts: Exception.
- 7) Individual Training Account (ITA) funds may not be utilized to pay for Microsoft Office Suite (MOS) training; or other training programs that integrate 30 percent or more of MOS training as part of a program's course offerings.

### **XIII. Workforce Management System (WFMS)**

Approved SFWIB Training Vendors shall utilize the SFWIB WFMS Training Reconciliation module to submit information on training status (drop, withdrawals, Pell information, etc.), attendance, training progress, placement, credential attainment information, and performance data on a regular basis. The Training Vendor is required to provide credential information to the Service Provider and any follow-up data.

Service Provider case managers shall track SFWIB participants' training performance through WFMS.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

Please refer to the SFWIB Performance Reporting Requirements Policy & Procedures for more information on the responsibilities of Training Vendors and Service Providers relevant to WFMS data reconciliation.

### XIV. Performance Measures

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

Performance Measure	Performance Standard
Completion Rate	70%
Placement After Training	70%
Training-Related Placement	70%
Postsecondary Credential Attainment Rate	70%
Economic Benefit Per Placement	Quadrant Benchmark
Low Growth / Low Wage	\$14,785
High Growth / Low Wage	\$12,493
Low Growth / High Wage	\$31,542
High Growth / High Wage	\$29,201

#### A. Completion Rate

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

#### B. Placement after Training

This measure examines those SFWIB participants who completed training and have been placed in unsubsidized employment within **180** days of training completion.

#### C. Training-Related Placements

This measure examines those SFWIB participants who have a training outcome and obtained unsubsidized employment in a training-related occupation within **180** days of the outcome. All Training Related Placements must have a wage rate at or above the training program's Quadrant Benchmark.

#### D. Postsecondary Credential Attainment Rate

A measure that examines SFWIB participants who, during a program year, obtain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent during participation in or within one year after exit from a training program; or who are in an education or training program that leads to a recognized postsecondary credential or employment and are achieving measurable skill gains toward such a credential or employment within one year after exit from the program.

## SFWIB INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

### E. Economic Benefit per Placement

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

### F. Subsequent Eligibility

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

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

## XV. **Roles and Responsibility**

Training Vendors and Service Providers are required to input data relevant to each of the above measures into the Training Reconciliation Module of the WFMS. Additionally, Service Providers are required to input wage data per placement into the WFMS. Supporting documentation for each system entry must be readily available to the SFWIB for review. Please refer to the SFWIB Performance Reporting Requirements Policy and Procedures for additional information.

## XVI. **Exceptions**

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



## **SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 7E

**AGENDA ITEM SUBJECT:** NATIONAL FLIGHT ACADEMY PROGRAM

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

**RECOMMENDATION:** The Global Talent and Competitiveness Council recommends to the Board the approval to allocate funding in an amount not to exceed \$180,000 to Temporary Assistance for Needy Families (TANF) Program funding to support the National Flight Academy Program.

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

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

### **BACKGROUND:**

The National Flight Academy's mission is to inspire and educate future generations of leaders through positive exposure to Naval Aviation. The program blends the culture and excitement of Aviation with 21st century technology and core competencies in an exclusive, entertaining and engaging immersive environment to provide a learning adventure with a lasting impact. Through the application of Science, Technology, Engineering, and Mathematical (STEM) concepts in a non-class learning environment, students gain confidence in themselves and their ability to pursue career pathways in these fields of study.

Attendance at this academy for students for participants of CareerSource South Florida's Youth Programs to broaden their perspective on future career pathways in the Aerospace Industry while also developing leadership skills and enhancing academy proficiency in preparation for their future as productive citizens and leaders. In building the capacity to align career education, develop career pathways and expose students to STEM occupations, the SFWIB has developed the following partnerships:

- Miami-Dade County Public Schools, Miami Dade College, and Florida Memorial University
- Experience Aviation, ICare, Kiwanis Club, Mexican American Council, 100 Black Men of South Florida, Take Stock In Children
- AAR and Boeing Aviation
- Miami-Dade County, Federal Aviation Administration, Miami International Airport
- One Community One Goal Aviation Committee -- Beacon Council

Through dedication and funding of the South Florida Workforce Investment Board, High School students have immersed themselves in Science, Technology, Engineering and Mathematics (STEM) learning through the National Flight Academy - Explore Ambition Program (NFA) in the summer of PY 2013-2014 and PY 2014-2015. Funding covers the cost for tuition, classroom materials, T-Shirts, Room and Board on the Naval Base, Meals (Breakfast, Lunch, Dinner and Snacks), 24-hour security, field trips and Academics for students to participate in STEM disciplines through the NFA Aviation Program

A total of 100 students will participate. The students will visit the NFA during the school Summer Break, June 20-24, 2016.

In the following 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 a quorum present is required to waive the competitive procurement process and award National Flight Academy, an allocation not to exceed \$180,000 in Temporary Assistance To Needy Families (TANF) funds to support the National Flight Academy Program cost.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 7F

**AGENDA ITEM SUBJECT:** FLORIDA COLLEGE PLAN SCHOLARSHIPS

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

**RECOMMENDATION:** The Global Talent and Competitiveness Council recommends to the Board to approve the purchase of Fifty (50) 4-year and Twelve (12) 2-years Florida Prepaid College Plans from the Stanley G. Tate Florida Prepaid College Foundation, Inc. in the amount of \$ 1,479,278 in Temporary Assistance for Needy Families funds and to allocate the plans, as set forth below.

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

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

**BACKGROUND:**

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

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

Florida Prepaid College Plan	2019 Scholarships		2020 Scholarships		Total Scholarships	
	#	\$	#	\$	#	\$
Take Stock In Children	0	\$ -	24	\$ 664,916	23	\$ 664,916
5000 Role Models	12	\$ 94,037	8	\$ 221,639	16	\$ 315,676
Mexican American Council	0	\$ -	6	\$ 166,229	6	\$ 166,229
Big Brothers Big Sisters	0	\$ -	6	\$ 166,229	6	\$ 166,229
Kiwanis Club of Little Havana	0	\$ -	6	\$ 166,229	5	\$ 166,229
<b>TOTALS</b>	<b>12</b>	<b>\$ 94,037</b>	<b>50</b>	<b>\$ 1,385,241</b>	<b>62</b>	<b>\$ 1,479,278</b>

Take Stock in Children will continue to manage the scholarship program and serve as the administrator, purchasing and fiscal agent for the above organization. The organization is responsible for program implementation, youth eligibility, program selection, case management, and tracking. All organizations provide educational, social, and mentoring services to youth who are likely to enroll in a post-secondary institution. In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A Two-Thirds (2/3) vote of a quorum present is required to waive the competitive procurement process and award an allocation not to exceed \$1,479,278 in Temporary Assistance for Needy Families funds for Stanley G. Tate Florida Prepaid College Foundation, Inc. to purchase Fifty (50) 4-year and Twelve (12) 2-yearsFlorida Prepaid College Plans.

**FUNDING:** Temporary Assistance for Needy Families

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 8A

**AGENDA ITEM SUBJECT:** REFUGEE EMPLOYMENT AND TRAINING PROGRAM PERFORMANCE OVERVIEW

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

**RECOMMENDATION:** N/A

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

**STRATEGIC PROJECT:** **Improve employment outcomes**

### **BACKGROUND:**

The Refugee Employment and Training (RET) Balanced Scorecard measures the performance of Workforce Development Area (WDA) 23 service partners. The report for Program Year 2017-2018, is from October 1, 2018 through March 31, 2018.

The South Florida Workforce Investment Board's contract with the Department of Children and Families (DCF) requires 604 monthly placements with an annual goal of 7,248. The WDA's RET Balanced Scorecard Job Placements through March 31, 2018, shows the WDA had a total of 2,837 job placements, which is six percent below the maximum standard.

- Four of the seven Workforce Services contracts have met or exceeded the maximum Year-to-Date (YTD) Job Placement standard: Community Coalition, Miami Beach Latin Chamber of Commerce, Lutheran Services Florida, and Youth –Co-op.

Service Providers who did not meet the minimum performance standards have been placed on a Corrective Action Plan to correct the placement deficiencies by September 30, 2018

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

# CSSF RET PERFORMANCE OVERVIEW REPORT

Report Date: 10/1/2017 To 03/31/2018

Employment									
Location	Standard Monthly	Maximum	YTD Goal	Center	YTD % of Goal	Actual Vs Goal	Monies Unearned	Avg. Cost Per	# Placements short based on
AMO	98	115	575	570	99%	5	\$ 2,315.00	\$ 1,252.64	2
Arbor E&T, LLC	48	57	285	279	98%	6	\$ -	\$ 1,280.76	0
CANC	48	56	280	282	101%	0	\$ -	\$ 1,263.23	0
Community Coalition	42	49	245	215	88%	30	\$ 33,675.00	\$ 1,305.71	1
Lutheran Services	120	141	705	658	93%	47	\$ 36,556.00	\$ 1,259.38	29
Miami Beach Latin Chamber	13	15	75	60	80%	15	\$ 28,665.00	\$ 1,034.20	28
Youth Co-Op	145	171	855	773	90%	82	\$ 106,335.00	\$ 1,252.33	85
<b>Region</b>	<b>514</b>	<b>604</b>	<b>3,020</b>	<b>2,837</b>	<b>94%</b>	<b>183</b>	<b>\$ 207,546.00</b>	<b>\$ 1,235.46</b>	<b>145</b>



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 8B

**AGENDA ITEM SUBJECT:** WORKFORCE SERVICES MONTHLY PLACEMENT REPORT UPDATE

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

**RECOMMENDATION:** N/A

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

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

**BACKGROUND:**

The Monthly Placement Actuals Report tracks the Workforce Development Area (WDA) 23 Direct Job Placements (DJP), Obtained Employment (OE) placements and the overall number of placements. The Monthly Placement Year-to-Date (YTD) summary for Program Year 2017-2018, is from July 1, 2017 through March 31, 2018.

The region's Monthly Placement Report shows the Region had a total of 26,037 job placements; 7,860 were DJP and 18,177 were OE.

- The average DJP rate is 30 percent, two percent lower than the targeted goal. To date, CareerSource South Florida centers achieved and/or exceeded the DJP rate in five of the previous nine months.

The following attachment displays the aforementioned information by month for the current program year.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

# DJPOE Analysis - Monthly Placement Actuals

Fiscal Period: Jul 2017 to Apr 2018

Location	JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			JANUARY			FEBRUARY			MARCH			AVERAGE		
	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs	Total PLC	Total OEs	Total DJPs
Hialeah Downtown	522	341	181	445	280	165	351	204	147	360	216	144	260	103	157	293	148	145	238	117	121	188	73	115	247	137	110	323	180	143
City of Miami	335	245	90	273	226	47	210	203	7	189	150	39	143	107	36	127	107	20	114	74	40	55	26	29	104	86	18	172	136	36
Carol City	378	368	10	327	321	6	258	252	6	239	235	4	127	110	17	137	111	26	92	71	21	69	56	13	149	132	17	197	184	13
Florida Keys	74	69	5	84	64	20	52	42	10	71	47	24	65	28	37	67	54	13	66	57	9	34	23	11	103	82	21	68	52	17
Miami Beach	58	58	0	80	68	12	50	50	0	54	49	5	26	22	4	68	52	16	62	35	27	40	34	6	82	64	18	58	48	10
North Miami Beach	373	291	82	292	269	23	257	252	5	287	268	19	178	143	35	182	155	27	151	111	40	115	80	35	198	154	44	226	191	34
Opa Locka	68	68	0	52	51	1	40	37	3	58	51	7	35	31	4	55	38	17	38	28	10	19	14	5	55	41	14	47	40	7
South Miami	68	65	3	68	62	6	55	52	3	78	49	29	29	23	6	57	33	24	30	14	16	36	14	22	79	23	56	56	37	18
Transition	99	66	33	113	78	35	87	64	23	80	43	37	59	19	40	84	49	35	71	41	30	64	20	44	96	59	37	84	49	35
Homestead	341	223	118	335	222	113	211	185	26	324	203	121	311	114	197	328	98	230	263	67	196	218	53	165	196	79	117	281	138	143
Little Havana	555	397	158	478	365	113	314	281	33	365	244	121	176	100	76	211	132	79	159	86	73	115	48	67	150	97	53	280	194	86
Northside	367	333	34	395	278	117	258	237	21	308	181	127	181	97	84	218	145	73	193	100	93	134	79	55	196	145	51	250	177	73
Perrine	615	502	113	604	436	168	423	377	46	668	370	298	487	234	253	400	230	170	192	141	51	164	80	84	212	153	59	418	280	138
West Dade	756	586	170	683	548	135	475	420	55	507	397	110	328	173	155	443	257	186	241	142	99	154	86	68	313	203	110	433	312	121
<b>Total</b>	<b>4,609</b>	<b>3,612</b>	<b>997</b>	<b>4,229</b>	<b>3,268</b>	<b>961</b>	<b>3,041</b>	<b>2,656</b>	<b>385</b>	<b>3,588</b>	<b>2,503</b>	<b>1,085</b>	<b>2,405</b>	<b>1,304</b>	<b>1,101</b>	<b>2,670</b>	<b>1,609</b>	<b>1,061</b>	<b>1,910</b>	<b>1,084</b>	<b>826</b>	<b>1,405</b>	<b>686</b>	<b>719</b>	<b>2,180</b>	<b>1,455</b>	<b>725</b>	<b>2,893</b>	<b>2,020</b>	<b>873</b>
		DJP %	22%		DJP %	23%		DJP %	13%		DJP %	30%		DJP %	46%		DJP %	40%		DJP %	43%		DJP %	51%		DJP %	33%		DJP %	30%



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 8C

**AGENDA ITEM SUBJECT:** WORKFORCE SERVICES DIRECT JOB PLACEMENT REPORT UPDATE

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

**RECOMMENDATION:** N/A

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

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

### **BACKGROUND:**

The Direct Job Placement Obtained Employment Report (DJPOE) tracks the region's Direct Job Placements (DJP), Obtained Employment (OE) placements and the breakdown of the Workforce Innovation Opportunity Act (WIOA) "hard-to-serve" categories. The DJPOE Year-to-Date (YTD) summary for Program Year 2017-2018, is from July 1, 2017 through March 31, 2018.

The Workforce Development Area (WDA) DJPOE Report shows a total of 7,680 DJP. Of those, 6,443 were universal placements, 938 were Adult Dislocated Worker placements and 493 were from the "hard-to-serve" categories. To date, only 6.4 percent of WIOA placements have been in the "hard-to-serve" category.

SFWIB staff continues to work with CareerSource South Florida (CSSF) center staff to target and provide greater assistance to the "hard-to-serve" community. Referral and placement goals have been provided CSSF center staff in each of the "hard-to-serve" categories. Additionally, the SFWIB contracts pay more for the hardest-to-serve.

Please note that jobseekers who fall under multiple categories will automatically default to the highest paying category.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*

## CSSF Balanced Scorecard Report

Report Date: 7/1/2017 To 3/31/2018

Location	Direct Job Placement			Direct Job Placement by Type																Max Earned	Earned	% Earned	OE %	DJP %
				WIOA Individualized																				
	1Qrt	>1Qrt	Tot	Universal		Adult/DW		Job Seekers with Disability		Veterans		Ex-Offenders		RA/Homeless		TANF/CAP		SNAP						
Hialeah Downtown	1,145	140	1,285	976	85	138	39	0	0	0	0	2	20	0	11	14	0	0	\$700,407	\$653,900	93.4%	55.75%	44.25%	
City of Miami	277	49	326	249	28	17	6	0	0	0	0	6	12	2	2	3	2	0	0	\$578,382	\$172,250	29.8%	78.97%	21.03%
Carol City	95	25	120	78	17	12	7	0	0	0	0	1	1	3	0	1	0	0	0	\$835,700	\$114,400	13.7%	93.24%	6.76%
Florida Keys	130	20	150	118	13	6	4	0	0	0	0	1	0	3	1	2	2	0	0	\$732,144	\$189,500	25.9%	75.65%	24.35%
Miami Beach	73	15	88	60	11	5	3	1	0	3	0	0	1	4	0	0	0	0	0	\$330,320	\$63,475	19.2%	83.08%	16.92%
North Miami Beach	250	60	310	199	35	33	17	0	0	2	1	4	4	6	1	9	3	0	0	\$971,228	\$207,975	21.4%	84.75%	15.25%
Opa Locka	47	14	61	45	12	2	0	0	0	0	1	0	0	0	0	1	0	0	0	\$260,345	\$30,625	11.8%	85.48%	14.52%
South Miami	153	12	165	153	4	0	6	0	0	0	0	1	0	0	0	1	0	0	0	\$198,613	\$80,900	40.7%	67.00%	33.00%
Transition	251	63	314	112	28	27	11	0	1	0	0	112	23	0	0	0	0	0	0	\$364,500	\$399,175	109.5%	58.30%	41.70%
Homestead	1,209	73	1,282	1,168	55	27	11	0	0	0	0	5	4	5	0	5	4	0	0	\$677,268	\$482,225	71.2%	49.27%	50.73%
Little Havana	656	117	773	452	66	172	44	1	0	0	0	8	6	15	0	9	1	0	0	\$787,914	\$459,675	58.3%	69.37%	30.63%
Northside	546	108	654	415	55	83	22	0	0	0	1	17	15	12	1	21	17	0	0	\$992,467	\$412,375	41.6%	70.95%	29.05%
Perrine	1,090	152	1,242	1,009	114	59	23	0	0	0	0	3	4	14	0	5	12	0	0	\$969,855	\$497,900	51.3%	66.99%	33.01%
West Dade	903	184	1,087	762	125	111	49	0	0	0	1	5	7	19	0	6	2	0	0	\$1,122,136	\$505,500	45.0%	72.14%	27.86%
<b>Total</b>	<b>6,825</b>	<b>1,032</b>	<b>7,857</b>	<b>5,796</b>	<b>648</b>	<b>692</b>	<b>242</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>4</b>	<b>162</b>	<b>80</b>	<b>103</b>	<b>5</b>	<b>72</b>	<b>59</b>	<b>0</b>	<b>0</b>	<b>\$9,521,279</b>	<b>\$4,269,875</b>	<b>44.8%</b>	<b>69.82%</b>	<b>30.18%</b>
		<b>% of DJP</b>		<b>73.8%</b>	<b>8.2%</b>	<b>8.8%</b>	<b>3.1%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>2.1%</b>	<b>1.0%</b>	<b>1.3%</b>	<b>0.1%</b>	<b>0.9%</b>	<b>0.8%</b>	<b>0.0%</b>	<b>0.0%</b>					



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**DATE:** 4/19/2018

**AGENDA ITEM NUMBER:** 8D

**AGENDA ITEM SUBJECT:** CONSUMER REPORT CARD UPDATE

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

**RECOMMENDATION:** N/A

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

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

### **BACKGROUND:**

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

The attached Program Year (PY) 2017-2018 Consumer Report Card table, dated April 5, 2018, indicates that the South Florida Workforce Investment Board generated \$3,028,606.42 of wages into the South Florida regional economy. For every dollar spent on training, SFWIB obtained a return of \$3.72. Eighty-eight percent of training services participants completed classroom training. Of those completing training, ninety-one percent have obtained employment with an average wage of \$16.95. Ninety-five percent of the participants were placed in a training-related occupation. The net economic benefit per placement is \$27,785.38.

**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	Total Expenditure	Average Wage	Average Economic		
Advanced Technical Centers	4	-	-	0.00 %	-	0.00 %	\$ 2,255.71	-	-	-	-	-	-
Compu-Med Vocational Career Corp - Hialeah	3	3	3	100.00 %	3	100.00 %	\$ 3,046.08	\$ 9,138.23	\$ 3,046.08	\$ 8.10	\$ 16,848.00	\$ 13,801.92	\$ 4.53
Compu-Med Vocational Careers Corp - Miami	1	1	1	100.00 %	1	100.00 %	\$ 1,061.10	\$ 1,061.10	\$ 1,061.10	\$ 10.00	\$ 20,800.00	\$ 19,738.90	\$ 18.60
Dade Institute of Technology	4	4	3	75.00 %	3	100.00 %	\$ 5,656.25	\$ 22,625.00	\$ 7,541.67	\$ 14.86	\$ 30,908.80	\$ 23,367.13	\$ 3.10
Florida Vocational Institute	5	5	4	80.00 %	3	75.00 %	\$ 6,540.10	\$ 32,700.50	\$ 8,175.13	\$ 10.38	\$ 21,580.00	\$ 13,404.88	\$ 1.64
Life-Line Med Training -Main Campus	2	1	1	100.00 %	1	100.00 %	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 12.00	\$ 24,960.00	\$ 19,960.00	\$ 3.99
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	15	10	5	50.00 %	5	100.00 %	\$ 1,493.69	\$ 14,936.91	\$ 2,987.38	\$ 18.65	\$ 38,800.32	\$ 35,812.94	\$ 11.99
Miami-Dade College	5	2	1	50.00 %	1	100.00 %	\$ 2,095.58	\$ 4,191.16	\$ 4,191.16	\$ 12.00	\$ 24,960.00	\$ 20,768.84	\$ 4.96
New Horizons	33	33	31	93.94 %	30	96.77 %	\$ 8,787.88	\$ 290,000.00	\$ 9,354.84	\$ 18.01	\$ 37,464.15	\$ 28,109.32	\$ 3.00
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	3	3	3	100.00 %	3	100.00 %	\$ 9,010.00	\$ 27,029.99	\$ 9,010.00	\$ 17.56	\$ 36,531.73	\$ 27,521.74	\$ 3.05
The Academy -- Miami Campus	50	47	46	97.87 %	43	93.48 %	\$ 9,007.71	\$ 423,362.40	\$ 9,203.53	\$ 17.95	\$ 37,331.03	\$ 28,127.50	\$ 3.06
The CDL School, Inc.	5	5	5	100.00 %	5	100.00 %	\$ 1,750.00	\$ 8,750.00	\$ 1,750.00	\$ 13.00	\$ 27,040.00	\$ 25,290.00	\$ 14.45
	136	120	109	90.83 %	104	95.41 %	\$ 6,789.45	\$ 814,734.01	\$ 7,474.62	\$ 16.95	\$ 35,260.01	\$ 27,785.38	\$ 3.72