



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Thursday, June 21, 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
 - b. April 19, 2018
3. Chairman's Report
4. Executive Director's Report
 - a. Executive Director Update
5. Executive Committee
 - a. Ratification of the Approval to Allocate funds for the City of Miami Gardens Summer Youth Employment Program
 - b. Ratification of the Approval to Allocate funds for the City of Homestead Summer Youth Employment Program
 - c. Ratification of the Approval to Allocate funds to extend the National Emergency Grant Program
 - d. Ratification of the Approval to Allocate funds for the National Flight Academy
 - e. Ratification of the Approval to Approval to Deobligate National Emergency Grant Funds
 - f. Ratification of the Approval to Allocate funds to Monroe County for an Employed Worker Training Initiative
 - g. Recommendation as to Approval to Allocated fund for the Stanley G. Tate Florida Prepaid College Foundation, Inc.
 - h. Recommendations as to Approval of the 2016-2010 SFWIB Strategic Plan

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

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

6. Finance and Efficiency Council
 - a. Information - Financial Report – April 2018
 - b. Recommendation as to Approval of the 2018-2019 Budget
 - c. Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Workforce Funding
 - d. Recommendation as to Approval to Allocate Funds for the Pre-Apprenticeship Internship Program
 - e. Recommendation as to Approval of SFWIB to provide direct Employment and Training Services
 - f. Recommendation as to Approval to Accept Additional National Emergency Grant Funds (**Carryover from April 19, 2018 Board Meeting**)
 - g. Recommendation as to Approval to Allocate Funds for the Miami Dade Pre-Apprenticeship Internship Program
 - h. Recommendation as to Approval to Allocate Funds for the TechHire Internship Program
 - i. Recommendation as to Approval to Allocate Funds for the CareerSource South Florida TechHire Summer Bootcamp Stipend
7. Global Talent and Competitiveness Council
 - a. Information - Subsequent Eligibility of Training Providers for Region 23
 - b. Recommendation as to Approval of a New Training Provider and Program and a New Program for an Existing Training Provider
 - c. Recommendation as to Approval to Release a Request for Proposal for the Selection of Refugee Service Providers
 - d. Recommendation as to Approval to Allocate Funds to Miami-Dade College for Culinary and Hospitality Certification Training
 - e. Recommendation as to Approval of Related Party Training Vendor Agreements
 - f. Recommendation as to Approval of Revisions to the Individual Training Account Policy (**Carryover from April 19, 2018 Board Meeting**)
8. Performance Council
 - a. Information – Refugee Performance Overview
 - b. Information – Monthly Placement Report Update
 - c. Information – Consumer Report Card
 - d. Recommendation as to Approval to Renew Existing Workforce Services Contract for Program Year 2018-19
 - e. Recommendation as to Approval to Renew Existing Youth Services Contract for Program Year 2018-19

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: June 21, 2018 at 9:30AM
 Big Brothers Big Sisters of Miami Headquarter Office
 550 NW 42nd Avenue
 Miami, FL 33126

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

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OTHER ATTENDEES	
Betty, Nicole - <i>WIOA</i>	Mitchell, Carlena – <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

AGENDA ITEM NUMBER: 2B

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: June 21, 2018 at 9:30AM
 Doubletree Hotel – Convention Center
 711 N.W. 72nd Avenue
 Miami, FL 33126

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

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OTHER ATTENDEES	

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

1. Call to Order and Introductions

Finance and Efficiency Council (FEC) Chairman Charles Gibson called the meeting to order on behalf of SFWIB Chairman Jeff Bridges and Vice Chairman Andy Perez who could not be present. FEC Chairman Gibson asked all those present introduce themselves and noted that a quorum had not been achieved. He later introduced newly appointed members Dr. John Wensveen of Miami Dade College and Brenda Lampon of Division of Vocational and Rehabilitation.

He also introduced board member Dr. Denis Rod who introduced himself as well as his work in the community, Dr. Rod recognized staff of Little Havana Career Center Disabled Veterans Outreach Program (DVOP) by the name of Makissa Lewis. Dr. Denis Rod further recognized the other individuals that were present. He noted that staff representing the veteran’s population should be recommended. He noted this is one of the most rewarding jobs.

With the approval of Assistant County Attorney Shanika Graves, FEC Chairman Gibson announced that unfortunately, as a result of a lack of quorum, SFWIB would adjourn its meeting accordingly.

There being no further business to come before the Board, meeting adjourned at 9:54am.

Deferred Items:

- 5. Executive Committee**
- 5.b. Information – Together for Children Initiation**
- 5.c. Recommendation as to Approval to Allocate funds for the City of Homestead Summer Youth Employment Program**
- 5.d. Recommendation as to Approval to Allocate funds for the City of Homestead Summer**
- 6.a. Information – Financial Disclosure Report – February 2018**
- 6.b. Information – Preliminary In-State Allocations**
- 6.c. Recommendation as to Approval to Accept Additional National Emergency Grant Funds**
- 6.d. Recommendation as to Approval to Deobligate National Emergency Grant Funds**
- 6.e. Recommendation as to Approval to Accept Wagner-Peyser Cooperative Outreach Program Funds**
- 6.f. Recommendation as to Approval to Accept Additional Veterans Funds**
- 6.g. Recommendation as to Approval to Allocate funds to extend National Emergency Grant Program**
- 7. Global Talent and Competitiveness Council**
- 7.a. Information – Employed Worker Training Update for New Riviera Nursing & Rehabilitation Center, LLC**
- 7b. Information – Employed Worker Training Update for Victoria Nursing & Rehabilitation Center, Inc.**
- 7c. Information – Youth Co-Op, Inc. Cancellation of Northside Career Center Contract**
- 7d. Recommendation as to Approval of Revisions to the Individual Training Account Policy**
- 7e. Recommendation as to Approval to Allocate funds for the National Flight Academy**
- 7f. Recommendation as to Approval to Allocate fund for the Stanley G. Tate Florida Prepaid College Foundation, Inc.**
- 8a. Information – Refugee Performance Overview**
- 8b. Information – Monthly Placement Report Update**
- 8c. Information – Direct Job Placement Report**
- 8d. Information – Consumer Report Card Report**
- 4. Executive Director’s Report**
- 4.a. Executive Director’s Update**
- 5.a. Information – Department of Labor Employment & Training Administration /Atlanta Region – Urban Strategies Initiative**



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

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: 6/21/2018

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: 6/21/2018

AGENDA ITEM NUMBER: 5A

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff 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:

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the Summer Youth Employment Program (SYEP) for the City of Miami Gardens, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to Adult Mankind Organization in amount not to exceed \$300,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

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



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 5B

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to allocate \$150,000 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:

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the Summer Youth Employment Program (SYEP) for the City of Homestead, SFWIB staff is requested authorization from the SFWIB Executive Committee to allocate funds to Youth Co-Op, Inc. in amount not to exceed \$150,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

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



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 5C

AGENDA ITEM SUBJECT: NATIONAL EMERGENCY GRANT (NEG) EXTENSION

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff 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:

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the National Emergency Grant Program for the City of North Miami and the City of Opa Locka, SFWIB staff is requested authorization from the SFWIB Executive Committee to allocate funds to the Cities of North Miami and Opa Locka in amount not to exceed \$330,012. The Executive Committee will recommend to the SFWIB to ratify the approval action.

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: 6/21/2018

AGENDA ITEM NUMBER: 5D

AGENDA ITEM SUBJECT: NATIONAL FLIGHT ACADEMY PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to allocate an amount not to exceed \$130,000 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:

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the operations of the National Flight Academy, SFWIB staff is requested authorization from the SFWIB Executive Committee to allocate funds in amount not to exceed \$130,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

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 2013-2014. 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 up to 150 students will participate. The students will visit the NFA during the school Summer Break, June 20-24, 2018.

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 \$130,000 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: 6/21/2018

AGENDA ITEM NUMBER: 5E

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to de-obligate \$2,000,000 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 April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the SFWIB operations of the National Emergency Grant (NEG), SFWIB staff is requested authorization from the SFWIB Executive Committee to de-obligate spending authority for NEG funds in amount not to exceed \$2,000,000. The Executive Committee will recommend to the SFWIB to ratify the approval action.

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: 6/21/2018

AGENDA ITEM NUMBER: 5F

AGENDA ITEM SUBJECT: EMPLOYED WORKER TRAINING (EWT) APPLICATION FOR MONROE COUNTY SHERIFFS OFFICE

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: TThe Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to allocate an amount not to exceed \$20,719.02 in Workforce Innovation and Opportunity Act Funds for an Employed Worker Training Grant for the Monroe County Sheriff's Department, as set forth below.

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

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

BACKGROUND:

On April 19, 2018, the SFWIB met to approve recommended agenda items, however, a quorum was not satisfied. To continue the SFWIB operations of the Employed Worker Training Grant, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds not to exceed an amount of \$20719.02. The Executive Committee will recommend to the SFWIB to ratify the approval action.

The Monroe County Sheriff's Office (MCSO) is a 650 person agency responsible for providing law enforcement and correctional facilities for the Florida Keys from Key Largo to Key West. The Monroe County Sheriff's Office has a deep water recovery dive team, SWAT team, Bomb Squad, crisis intervention team and is responsible for staffing and maintaining the county's only fleet of air ambulances.

The MCSO is facing a severe staffing shortage due to the high cost of housing. The shortage of affordable housing has generated limited success in past attempts to recruit certified deputies from other areas of the state. As such, MCSO is refocusing its current recruitment strategy on offering training assistance to targeting qualified, local citizens by creating career pathway for its local residents.

The training will be conducted by Florida Keys Community College. The program will focus on the following training:

- Basic Law Enforcement Academy (BLE 68)

Basic Law Enforcement course prepares students to meet the requirements of the Florida Department of Law Enforcement (FDLE), Criminal Justice Standards and Training Commission (CJSTC). Upon Successful completion of a basic training program, trainees will be eligible to apply to take the State Officer Certification Exam (S.O.C.E.). They will also be taught the code of ethics, statutory authority of the FDLE CJSTC, investigation knowledge and skills, knowledge of use of force and traffic control and direction.

The Basic Law Enforcement training is from May 22, 2018 through October 10, 2018. The training will span two fiscal years. The SFWIB will cover the cost of training for both fiscal years and allocate funds each year accordingly. Employees successfully completing the training will receive a State of Florida Law Enforcement Certification.

The table below sets forth the cost of the project.

Program Year	Project Amount	Number of Employees to be Trained	Cost per Trainee
2017-2018	\$8,400.00	6	\$1,400.00
2018-2019	\$12,319.02	6	\$2,053.17

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-third (2/3) vote of quorum present is required to waive the competitive procurement process and award the Monroe County Sheriff’s Department an allocation not to exceed \$20,719.02 in Workforce Innovation and Opportunity Act (WIOA) Adult funds.

FUNDING: As described within the background section

PERFORMANCE: As described within the background section

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 5G

AGENDA ITEM SUBJECT: FLORIDA COLLEGE PLAN SCHOLARSHIPS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board to approve the purchase of Sixty-Five (65) 4-year and Thirteen (13) 2-years Florida Prepaid College Plans from the Stanley G. Tate Florida Prepaid College Foundation, Inc. in the amount of \$ 1,902,687 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 in the attached document.

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 1,902,687 in Temporary Assistance for Needy Families funds for Stanley G. Tate Florida Prepaid College Foundation, Inc. to purchase Sixty-Five (65) 4-year and Thirteen (13) 2-years Florida Prepaid College Plans.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

ATTACHMENT

Allocation for Florida Prepaid College Plans

Florida Prepaid College Plan	2019 Scholarships (2 yr)		2020 Scholarships (4 yr)		Total Scholarships	
	#	\$	#	\$	#	\$
Take Stock In Children	0	\$ -	26	\$ 720,326	26	\$ 720,326
5000 Role Models	13	\$ 101,874	10	\$ 277,325	23	\$ 379,199
Mexican American Council	0	\$ -	8	\$ 221,500	8	\$ 221,500
Big Brothers Big Sisters	0	\$ -	8	\$ 221,500	8	\$ 221,500
Mourning Family Foundation	0	\$ -	6	\$ 165,675	6	\$ 165,675
Kiwanis Club of Little Havana	0	\$ -	7	\$ 194,488	7	\$ 194,488
TOTALS	13	\$ 101,874	65	\$ 1,800,814	78	\$ 1,902,688



SFWIB EXECUTIVE COMMITTEE

DATE: 6/21/2018

AGENDA ITEM NUMBER: 5H

AGENDA ITEM SUBJECT: 2016-2020 STRATEGIC GOALS OPERATIONAL PLAN UPDATE

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the Board to approve the revisions to the 2016-2020 SFWIB Strategic Plan, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

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

BACKGROUND:

At its April 21, 2016 meeting, the SFWIB approved six new strategic goals. The goals are expected to influence future discussions and decisions. At the June 14, 2018 Executive Committee meeting, the 2016-20 Strategic Plan was presented to Committee members for additional input. There were two revisions to strategies for Goal 1 and one revision to the strategies for Goal 2.

The details are as follows:

1. Goal: Continue to Be the Premier National Provider of Employment and Career Services
 - Strategy E. "Close the Digital Skills Gap" of this goal was incorporated into Strategy D. "Emphasize work-based learning and training". The focus for Strategy D. will be to "Close the skills gap through work-based learning".
 - As a result, the focus for Strategy E. will be to "Create entrepreneurship initiatives".
2. Goal: Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery
 - Strategy E. for this goal was retooled and the focus will now be to "Improve the efficiency of Career Center operations"

There were no additional revisions made to the strategies of the four remaining Strategic Goals.

As part of the implementation efforts, SFWIB staff developed a tool to track the six strategic goals as they are accomplished. The Strategic Goal Operational Plan Monitoring Tool assists staff in tracking which strategies have been utilized, addresses initiatives and strategies yet to be implemented, as well as, the overall progress in achieving the goals.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

GOAL 1 STRATEGIES:

A. Engage Employers and Seek Continuous Feedback

B. Ensure all service providers and Career Centers implement employer engagement in their operations

C. Partner with Economic Development to Assist Targeted Industries

D. Close the skills gap through work-based learning

E. Create entrepreneurship initiatives

GOAL 1
Build a Demand-Driven System with Employer Engagement

INITIATIVES:

- Collaborative Partners:
- CareerSource Florida
 - Department of Economic Opportunity
 - Business Leaders
 - Local Chambers of Commerce
 - Beacon Council
 - SFWIB Business Services Unit
 - SFWIB Unit Managers
 - OCOG Target Industry Committees
 - Industry Associations
 - Trade Associations
 - Economic Development entities
 - CSSF Service/Training Partners
 - Colleges, Universities, and School Boards

GOAL 2 STRATEGIES:

A. Develop Integrated Business Service Teams

B. Maximize use of the Employ Florida Marketplace (EFM) Among Workforce System Partners

C. Strengthen the Partnership with WIOA Required Partners

D. Seek excellence in customer service

E. Improve the efficiency of career center operations

GOAL 2
Strengthen the One-Stop Delivery System and Increase Integrated Service Delivery

INITIATIVES:

- Collaborative Partners:
- Service and Training Providers
 - Local Small Businesses
 - SFWIB Business Services
 - Staffing Agencies
 - Community Based Partners
 - WIOA Required Partners
 - Human Resources Associations

GOAL 3 STRATEGIES:

A. Develop specific programs and initiatives

B. Improve Employment Outcomes

C. Ensure compliance with WIOA Section 188

GOAL 3
Improve Services for Individuals with Barriers

INITIATIVES:

- Collaborative Partners:
- WIOA Required Partners
 - Light House for the Blind
 - Mental Health Agencies
 - Florida Department of Law Enforcement Office
 - Department of Corrections
 - Community Based Organizations
 - Faith Based Organizations
 - Service and Training Providers
 - Business Community
 - U.S. Southern Command

STRATEGIC GOALS OPERATIONAL PLAN (continued)

GOAL 4 STRATEGIES:

A. Expand Career Exploration and Pathways Programs

B. Joint Contribution for Youth Career Pathway Models

C. Youth Entrepreneurial Skills Training Programs

D. Improve Service Delivery and Outcomes

GOAL 4

Dedicated Commitment to Youth Participation

INITIATIVES:

Collaborative Partners:

- CareerSource Florida
- Department of Economic Opportunity
- Youth Service Providers
- Community and Faith Based Organizations
- Miami-Dade and Monroe Counties Public Schools
- Colleges and Universities
- Post-Secondary Education Institutions
- Training Providers
- Business Community
- Local and State Government Agencies

GOAL 5 STRATEGIES:

A. Enhance CSSF Performance System

B. Improve Credential Outcomes for Job Seekers

C. Provide Technical Assistance to Service Providers

GOAL 5

High ROI Through Continuous Improvement

INITIATIVES:

Collaborative Partners:

- US Department of Labor
- CareerSource Florida
- Department of Economic Opportunity
- Service and Training Providers
- Economic Development Agencies
- Community Based Organizations

GOAL 6 STRATEGIES:

A. National Leader in an ROI-Focused Enterprise

B. Use LMI Data for Policy Development

C. Maximizing Collaborative Partnerships

D. Strengthen Workforce System Accountability

E. Enhance Board Leadership

GOAL 6

Strong Workforce System Leadership

INITIATIVES:

Collaborative Partners:

- CareerSource Florida
- Department of Economic Opportunity
- Chambers of Commerce
- Beacon Council
- The School Board
- Business Leaders



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

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 reports for the month of April 2018 is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6B

AGENDA ITEM SUBJECT: FISCAL YEAR 2018 - 2019 BUDGET

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board approval of the Fiscal Year 2018-2019 Budget, as set forth below.

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The attached "SFWIB Budget - 2018-19" chart is a summary of the annual budgeted revenues and expenditures for the South Florida Workforce Investment Board (SFWIB). The chart is comprised of three major sections:

1. 2018-19 State Funding: The first section's group of columns reflects the new funding awards that the SFWIB is anticipating it will receive during the upcoming budget year. The total award dollars are divided into two amounts: the funds that will be utilized during budget year 2018-19 and the amounts that will be reserved for budget year 2019-20.
2. 2018-19 Program Budget: The second section is the funding amounts that comprise the 2018-19 revenue Budget. The amounts shown under the column "Prior Budget Year Reserves" are the amounts that were reserved in the current year's budget and are available for use in the new 2018-19 budget year. The amounts shown under the column "Prior Budget Year Carryover" are the remaining funds available from the previous year's awards. These unexpended amounts roll over to the new budget year. The amounts under the column "New Budget Year Funding" are the new funds that will be utilized in the 2018-19 budget year.
3. 2018-19 Cost Distributions: This section of the budget shows all the proposed expenditures for the 2018-19 budget year. Expenditures are sub-divided into four major cost categories:
 - a. HQ (Programs and Administrative) – this column reflects the anticipated expenditures for operating the SFWIB Headquarter office. Included under this category are all the staffing and occupancy costs associated with operating the SFWIB main office.
 - b. Training – this column reflects the anticipated costs associated with the skills training services offered by the SFWIB. Note that only certain grants allow for training expenditures, but all grants require that employment services be offered to participants.

- c. Career Center Facility Costs – this column reflects the occupancy costs associated with operating the Career Centers. The SFWIB leases all of the facilities from third parties; and pays directly for insurance, utilities, and other facility expenditures. The SFWIB does not own any of the locations.
- d. Provider Contracts – this column reflects the amounts that will be awarded to the subcontractors that perform employment services on behalf of SFWIB.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6C

AGENDA ITEM SUBJECT: ACCEPTANCE OF WORKFORCE FUNDS.

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to accept \$823,746 in Workforce Funding, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Florida Department of Economic Opportunity (DEO) has released the following Notices of Funding Availability (NFA) to the South Florida Workforce Investment Board (SFWIB) receive and administer workforce services:

- Wagner-Peyser Pass-Through Funds - \$400,00
- Reemployment Services and Eligibility Assessment (RESA) Program Funds - \$18,169
- Supplemental Nutrition Assistance (SNAP) Program Funds - \$319,696
- Disabled Veterans Program Funds - \$55,033
- Local Veteran Program Funds - \$30,848

The purpose of the funds can range from covering fair share costs in the form of headquarter and facility expenditures, hiring veteran personnel and workforce services to job seekers..

FUNDING: Wagner Peyser, RESA, SNAP, Veteran Programs

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6D

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate \$15,000 in Workforce Innovation and Opportunity Act Youth funds to Miami-Dade County Public Schools for the Pre-Apprenticeship Internship Program, as set forth below.

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

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

BACKGROUND:

At its August 17, 2017, the South Florida Workforce Investment Board (SFWIB) approved the Miami-Dade County Public School Pre-Apprenticeship Program Career and Technical Training Program. The Miami-Dade County Public Schools (M-DCPS) Pre-Apprenticeship Program formed 12 Miami-Dade Youth Pre-Apprenticeship Career and Technical Training programs in four Miami-Dade County Public Schools: Coral Gables Senior High School, Miami Edison Senior High School, Miami Carol City Senior High School, and Homestead Senior High School.

This 23-month program currently has exposed ninety-nine (99) students to trades such as Bricklayer, Carpentry, Heating and Air Conditioning Installer Servicer, Drywall Finisher/ Painter, Electrician, Elevator Constructor, Insulation Worker, Operating Engineer, Pipefitter (Construction), Plumber, and Sheet Metal Worker. In an effort to increase student exposure to the 12 trades, CareerSource South Florida will provide a paid summer internship opportunity to the students who currently are participating in the program. The five week summer internship opportunity will begin June 25, 2018-July 27, 2018. Each participant will complete 150 hours at \$9.50 per hour.

In order for the students to receive the instructional program hours, a certified Miami-Dade County Public School teacher must supervise the programmatic and academic part of the Pre-Apprenticeship Program. The teachers will be responsible for supervising the students at their worksite and ensuring that the data elements of grades are put into the Miami-Dade County Public School system.. Miami-Dade County Public Schools will hire two certified teachers for seven (7) weeks, to start June 25, 2018 through August 10, 2018, at a salary of up to \$7,500.00 per teacher.

In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, it is recommend 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-third (2/3) vote of quorum present is required to waive the competitive procurement process and award the Miami-Dade County Public Schools an allocation not to exceed \$15,000 in Workforce Innovation and Opportunity Act (WIOA) Youth funds to serve youth in the Pre-Apprenticeship Internship Program.

FUNDING: Workforce Innovation and Opportunity (WIOA) Youth Funds

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6E

AGENDA ITEM SUBJECT: THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD TO PROVIDE EMPLOYMENT & TRAINING SERVICES

AGENDA ITEM TYPE: **APPROVAL**

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

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The SFWIB has released two Request for Proposals (RFP) for Program Year 2017-2018 to solicit proposals from qualified organizations interested in, and capable of providing workforce services within Workforce Development Area (WDA) 23. The SFWIB did not receive any responses to the last RFP. On July 1, 2018, the SFWIB will be required to operate the following Career Centers locations: Carol City, Opa-Locka, Florida Keys, North Miami Beach, Miami Beach, Northside and South Miami.

The SFWIB staff will work with CareerSource Florida and Florida Department of Economic Opportunity (DEO) to submit the required documents for the board to be a direct provider of services.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6F

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 April 19, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. The Global Talent and Competitiveness Council reviewed and approved the SFWIB staff recommendation to accept the additional National Emergency Grant Funds for Hurricane Irma and Hurricane Maria evacuees. This agenda item is being re-submitted. The SFWIB staff received Notice of Fund Availability (NFA) funds received a from the United States Department of Labor through the Department of Economic Opportunity (DEO) in the State of Florida 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: 6/21/2018

AGENDA ITEM NUMBER: 6G

AGENDA ITEM SUBJECT: APPROVAL TO ALLOCATE FUNDS FOR THE MIAMI DADE PRE-APPRENTICESHIP INTERNSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$75,673 in Workforce Innovation and Opportunity Act (WIOA) Youth funds for the Miami Dade Pre-Apprenticeship Internship Program, as set forth below.

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

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

BACKGROUND:

At its August 17, 2017, the South Florida Workforce Investment Board (SFWIB) approved the Miami-Dade County Public School Pre-Apprenticeship Program Career and Technical Training Program. The Miami-Dade County Public Schools (M-DCPS) Pre-Apprenticeship Program formed 12 Miami-Dade Youth Pre-Apprenticeship Career and Technical Training programs in four Miami-Dade County Public Schools: Coral Gables Senior High School, Miami Edison Senior High School, Miami Carol City Senior High School, and Homestead Senior High School. The 23-month program currently exposes 99 students to trades such as Bricklayer, Carpentry, Heating and Air Conditioning Installer Servicer, Drywall Finisher/ Painter, Electrician, Elevator Constructor, Insulation Worker, Operating Engineer, Pipefitter (Construction), Plumber, and Sheet Metal Worker.

In an effort to increase student exposure to the 12 trades, CareerSource South Florida will provide a paid summer internship opportunity to the students who currently are participating in the program. The five week summer internship opportunity will begin June 25, 2018-July 27, 2018. Each participant will complete 150 hours at \$9.50 per hour.

Additionally, each student will open an account with the South Florida Educational Federal Credit Union or other financial institution prior to the start of the internship. Of the 99 students, only 48 have shown interest in participating in the Pre-Apprenticeship Internship Program.

The following Youth Service Providers will be responsible for administering the program, which includes payroll, recruitment, job placement, and work readiness training for up to 48 youth participants.

Provider	Amount	Number of Youth
Adults Mankind Organization, Inc.	\$26,801	17
Cuban American National Council	\$31,530	20
Youth Co-Op, Inc.	\$17,342	11

FUNDING: Workforce Innovation and Opportunity (WIOA) Youth

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6H

AGENDA ITEM SUBJECT: APPROVAL TO ALLOCATE FUNDS FOR THE TECHHIRE INTERNSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$54,382 in Temporary Assistance for Needy Families funds for the TechHire Internship Program, as set forth below.

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

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

BACKGROUND:

On June 15, 2017, the South Florida Workforce Investment Board (SFWIB) approved the first CareerSource South Florida TechHire Summer Boot Camp program. The TechHire Summer Boot Camp initiative began on June 19, 2017, provided 465 youth ages 15-22 with skills training to become entry-level professionals in high demand Information Technology (IT) careers. Of the 465 enrolled, 306 completed the TechHire program and received \$300 and of the 306 participants who completed the program, 112 obtained a credential and received an additional \$200.

In an effort to increase youth exposure in the IT Industry and connect youth participants to both traditional and nontraditional educational resources, CareerSource South Florida will provide a paid summer internship opportunity to the youth who obtained a credential in the 2017 TechHire Summer Boot Camps Program. The eight week summer internship opportunity will begin June 18, 2018 through August 19, 2018. Each participant will complete up to 140 hours at \$9.00 per hour.

Additionally, each youth will open an account with the South Florida Educational Federal Credit Union and or any other financial institution prior to the start of the internship. Of the one hundred twelve (112) youth who obtained a credential last year, only 39 youth have shown interest in participating in the TechHire Internship Program.

The following Youth Service Providers will be responsible for administering the program, which includes eligibility, data entry, and the issuance of the youth wages via direct deposit up to 39 youth participants.

Provider	Amount	Number of Youth
Adults Mankind Organization, Inc.	\$16,733	12
Cuban American National Council	\$20,916	15
Youth Co-Op, Inc.	\$16,733	12

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 6I

AGENDA ITEM SUBJECT: APPROVAL TO ALLOCATE FUNDS FOR THE CAREERSOURCE SOUTH FLORIDA'S TECHHIRE SUMMER BOOTCAMP STIPEND

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$165,735 in Temporary Assistance for Needy Families (TANF) funds to issue TechHire Summer Bootcamp stipends to 261 youth who completes the program and/or receive a credential, as set forth below.

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

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

BACKGROUND:

At the February 15, 2018, the SFWIB Board approved the CareerSource South Florida's TechHire Summer Boot Camp. The TechHire Summer Boot Camp initiative will began on June 18, 2018 exposing youth ages 15-22 with the skills to become entry-level professionals in high demand Information Technology (IT) careers.

During the six-week training session it will provide youth with the skills needed to become entry-level professionals in high demand Information Technology (IT) careers. The TechHire Summer Boot Camp program offers youth participants the fastest paths to these jobs, by providing them with the skills they will need.

The TechHire Summer Boot Camps will be held at 14 Miami- Dade County Public Schools and at the CareerSource South Florida TechHire Center at Big Brothers Big Sisters. The TechHire Summer Bootcamps have enhanced our future workforce in the IT Industry by connecting youth participants to both traditional and nontraditional educational resources. The mix of accelerated learning programs includes Gaming and Coding, Web Development, Comp TIA A+, Auto CAD, Web Applications, Cyber Security, and IC3 Global Standard 5, and Network Training Specialist an innovative channel for learning.

The following Youth Service Providers will be responsible for the programmatic and administrative component of the program and eligibility, data entry, and issuing the stipends to the youth in the TechHire Summer Boot Camps Program:

Provider	Amount	Number of Youth
Adults Mankind Organization, Inc.	\$48,260	76
Cuban American National Council	\$54,610	86
Youth Co-Op, Inc.	\$62,865	99

FUNDING: Temporary Assistance for Needy Families (TANF)

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 7A

AGENDA ITEM SUBJECT: SUBSEQUENT ELIGIBILITY OF TRAINING PROVIDERS FOR PROGRAM YEAR 2017-2018

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Enhance CSSF performance system**

BACKGROUND:

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

According to Workforce Development Area 23's Performance Requirements Policy, training providers are required to satisfy two of the following three performance measures:

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

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

In May 2018, the SFWIB Office of Continuous Improvement (OCI) emailed letters to all approved training providers requesting documentation showing compliance with the Performance Policy. OCI recently completed its review of the documentation submitted by the training providers. Based on the review, 15 training programs will be removed. An ITA Performance Summary indicating the results of the review as well as a list of the training programs slated for removal from the list of approved training program offerings is attached.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

ITA Performance Review for Program Year 2016-17

Training Provider	Training Program	Completions			Placements		Training Related Placements		Pass/Fail	Training Expenditures		
		# of Completions	Total # of Trainees ¹	% of Completions	# of Placements	% of Placements	# of Training Related Placements	% of Training Related Placements		Avg. Cost Per Participant	Total Expenditure Per Placement	Excess Percentage Spent Above Average Training Costs
Advanced Technical Centers	Microcomputer Data Processing (Office Supervision) - Diploma	11	15	73%	5	45%	3	60 %	Fail	\$2,807.06	\$6,175.53	120%
Atlantis University	Office Administrator - Diploma	1	1	100%	0	0 %	0	0 %	Fail	\$3,747.64	-	100%
Compu-Med Vocational Career Corp - Hialeah	Patient Care Technician - Diploma	8	9	89%	7	88%	6	86%	Pass	\$1,441.66	\$ 1,647.62	14%
Dade Institute of Technology - Main Campus	Microsoft Certified IT Professional MCITP/MCTS Test Prep - Diploma	15	16	94%	14	93%	12	86%	Pass	\$7,734.36	\$ 8,286.81	7%
Florida International University (RDB1003)	Paralegal - Certificate	2	2	100%	2	100%	2	100%	Pass	\$5,577.58	\$ 5,577.58	0%
Florida Keys Community College	Nursing - AS	1	1	100%	0	0%	0	0%	Fail	\$1,609.70	-	100%
Florida Vocational Institute	Patient Care Technician - Diploma	5	11	45%	4	80%	4	100%	Pass	\$3,958.45	\$ 4,948.06	25%
Genesis Vocational Institute	Electrocardiograph Technician-Diploma	1	1	100%	1	100%	0	0%	Pass	\$345.00	\$ 345.00	0%
Life-Line Med Training - Main Campus	Electrocardiograph Aide - Diploma	1	1	100%	1	100%	0	0%	Pass	\$465.00	\$ 465.00	0%
Life-Line Med Training - Main Campus	Medical Coding & Billing Specialist - Diploma	14	15	93%	14	100%	14	100%	Pass	\$4,500.00	\$ 4,500.00	0%
Management Resources College	Nursing - A.S.	3	9	33%	2	67%	2	100%	Fail	\$3,732.09	\$ 5,598.13	50%
MDCP Schools (All)	Dental Assistant/Assisting	1	1	100%	0	0%	0	0%	Fail	\$3,190.80	-	100%
MDCP Schools (All)	Practical Nursing OCPs	1	1	100%	0	0%	0	0%	Fail	\$3,757.95	-	100%
Metropolitan Trucking and Technical Institute	CDL 184-Hours Industry Standard Tractor-Trailer Driver Program - Diploma	27	46	59%	21	78%	18	86%	Pass	\$1,588.29	\$ 2,042.09	29%
Miami-Dade College	Accounting Technology (AS)	1	1	100%	1	100%	1	100%	Pass	\$200.00	\$ 200.00	0%
Miami-Dade College	Business Administration (AS)	2	2	100%	0	0%	0	0%	Fail	\$3,356.38	-	100%
Miami-Dade College	Business Operations (CCC)	2	5	40%	1	50%	0	0%	Fail	\$927.92	\$ 1,855.83	100%
Miami-Dade College	Criminal Justice Technology (AS) - Corrections	1	1	100%	0	0%	0	0%	Fail	\$453.98	-	100%
Miami-Dade College	Medical Coder/Biller (PSAV)	1	1	100%	0	0%	0	0%	Fail	\$917.58	-	100%
Miami-Dade College	Nursing (RN) - (AS)	5	5	100%	1	20%	1	100%	Fail	\$4,243.24	\$ 21,216.22	400%

ITA Performance Review for Program Year 2016-17

Training Provider	Training Program	Completions			Placements		Training Related Placements		Pass/Fail	Training Expenditures		
		# of Completions	Total # of Trainees ¹	% of Completions	# of Placements	% of Placements	# of Training Related Placements	% of Training Related Placements		Avg. Cost Per Participant	Total Expenditure Per Placement	Excess Percentage Spent Above Average Training Costs
New Horizons	Networking Security Professional Preparatory	83	86	97%	69	83%	61	88%	Pass	\$9,685.46	\$ 13,191.77	36%
Sullivan & Cogliano Training Centers, Inc. - Kendall Campus	Enterprise Administrator - Diploma	1	1	100%	0	0%	0	0%	Fail	\$10,000.00	-	100%
Sullivan & Cogliano Training Centers, Inc. - Kendall Campus	Microsoft Office Proficient - Diploma	37	40	93%	26	70%	18	69%	Pass	\$4,870.13	\$ 6,930.56	42%
Sullivan & Cogliano Training Centers, Inc. - Kendall Campus	Microsoft Office Specialist - Diploma	12	13	92%	11	92%	8	73%	Pass	\$8,125.81	\$ 8,864.52	9%
Sullivan & Cogliano Training Centers, Inc. - Kendall Campus	Web Development Professional AAL - Diploma	1	1	100%	0	0%	0	0%	Fail	\$4,912.00	-	100%
The Academy -- Fort Lauderdale Campus	Application Architect Professional - Diploma	1	1	100%	1	100%	0	0%	Pass	\$8,995.00	\$ 8,995.00	0%
The Academy -- Fort Lauderdale Campus	Information Technology Professional - Diploma	3	3	100%	2	67%	2	100%	Fail	\$10,000.00	\$ 15,000.00	50%
The Academy -- Fort Lauderdale Campus	Virtualization Professional - Diploma	4	4	100%	4	100%	4	100%	Pass	\$7,025.99	\$ 7,025.99	0%
The Academy -- Miami Campus	Application Architect Professional - Diploma	21	25	84%	17	81%	15	88%	Pass	\$8,050.60	\$ 9,944.86	24%
The Academy -- Miami Campus	Cyber Security Professional	1	1	100%	0	0%	0	0%	Fail	\$4,972.97	-	100%
The Academy -- Miami Campus	Information Technology Professional - Diploma	71	85	84%	54	76%	43	80%	Pass	\$8,906.16	\$ 11,709.96	31%
The Academy -- Miami Campus	Project Manager Professional	3	3	100%	3	100%	3	100%	Pass	\$7,866.62	\$ 7,866.62	0%
The CDL School, Inc.	Professional Tractor-Trailer Driver Program - Diploma	21	26	81%	15	71%	15	100%	Pass	\$2,307.69	\$ 3,230.77	40%
		362	431	84%	276	76.24 %	232	84.06 %		\$ 6,287.64	\$ 8,246.83	31%
										Regional Average		

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

Training Programs Slated for Removal

Training Provider	Training Program	2 of 3 Criteria Must Be Above 70%			Excess Percentage Spent Above Average Training Costs	Comment
		% of Completions	% of Placements	% of Training Related Placements		
Advanced Technical Centers	Microcomputer Data Processing (Office Supervision)-Diploma	73%	45 %	60 %	120%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
Atlantis University	Office Administrator - Diploma	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
Florida Keys Community College	Nursing-AS	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
Management Resources College	Nursing - A.S.	33%	67 %	100 %	50%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria.
MDCP Schools (All)	Dental Assistant/Assisting	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
MDCP Schools (All)	Practical Nursing OCPs	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
Miami-Dade College	Business Administration (AS)	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
Miami-Dade College	Business Operations (CCC)	40%	50 %	0 %	100%	This program is recommended for removal because it did not meet any of the 3 required criteria.
Miami-Dade College	Criminal Justice Technology (AS) - Corrections	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
Miami-Dade College	Medical Coder/Biller (PSAV)	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
Miami-Dade College	Nursing (RN) - (AS)	100%	20 %	100 %	400%	This program is recommended for removal because it did not meet the required placement criteria.
Sullivan & Cogliano Training Centers, Inc. Kendall	Enterprise Administrator - Diploma	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.

Training Programs Slated for Removal

Training Provider	Training Program	2 of 3 Criteria Must Be Above 70%			Excess Percentage Spent Above Average Training Costs	Comment
		% of Completions	% of Placements	% of Training Related Placements		
Sullivan & Cogliano Training Centers, Inc. Kendall	Web Development Professional AAL - Diploma	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.
The Academy -- Fort Lauderdale Campus	Information Technology Professional - Diploma	100%	67 %	100 %	50%	This program is recommended for removal because it did not meet the required placement criteria.
The Academy -- Miami Campus	Cyber Security Professional	100%	0 %	0 %	100%	This program is recommended for removal because it did not meet 2 out of the 3 required criteria. It was also noted that no participants were placed in employment.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 7B

AGENDA ITEM SUBJECT: NEW AND EXISTING TRAINING PROVIDERS AND PROGRAMS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval of a New Training Provider and Program and a New Program for an Existing Training Provider, as set forth below.

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

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

BACKGROUND:

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

SFWIB staff completed the review process and documentation is being presented to the Global Talent and Competitiveness Council for a recommendation to the Board for approval.

Below is a request to become a training provider and program; and a program addition for an existing training provider for review and approval of the Council.

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

1. South Florida Manufacturers Association GNJ
New Program(s):
 - Machinist – Certificate of Completion of Apprenticeship
 - CNC Set-Up Prog-Milling and Turning - Certificate of Completion of Apprenticeship

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

1. Miami Dade College Apprenticeship Program - GNJ

New Program: Aircraft Structure, Surfaces, Rigging, and Systems Assemblers

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Marva Johnson, *Chair*
Andy Tuck, *Vice Chair*
Members
Gary Chartrand
Ben Gibson
Tom Grady
Michael Olenick
Joe York

January 31, 2018


Mr. David Gonzalez, Chairman
South Florida Manufacturers Association GNJ
1000 West McNab Road
Pompano Beach, Florida 33069

Dear Mr. Gonzalez:

The enclosed amendments to South Florida Manufacturers Association GNJ apprenticeship standards are approved and registered this date by the Division of Career and Adult Education, Apprenticeship Office. The amendments include Page i to add trade; the Signature Page which reflects the current committee members; Section VIII, page 5a; Section XXII, XXIV, and XXV, page 10; Work Process Outline for New Trade, page 15a; Related Training Outline for New Trade, page 16a; and Appendix B, page 18. One copy of each amendment is retained for the state file; and the updated pages inserted into the registered program standards.

Thank you for providing us with the updated information.

Sincerely,



Richard Norman, Program Director
Apprenticeship

RN/jpw

Enclosures

cc: Ms. Betsy Wickham
Ms. Valvery Hillsman

Standards of Apprenticeship

for

Occupation / Trade	Term of Training in Hours	NAICS Code	DOT Code	RAPIDS Code (4 digit trade #)	ONET Code
Machinist	8,000	332999	600.280-022	0296	47-2111.00
CNC Set-Up Prog -Milling and Turning	CB	339113	605.380-010	1100CB	51-4011.00

PROGRAM SPONSOR

South Florida Manufacturers Association

JURISDICTIONAL AREA

Broward, Dade and Palm Beach
(counties)

Time Based Program: Yes No
Competency Based Program: Yes No
Hybrid Program: Yes No
VA Approval Requested: Yes No
Vocational Education Linkage: Yes No



SIGNATURE PAGE


PROGRAM NAME: South Florida Manufacturers Association GNJ
ADDRESS: 1000 West McNab Road, Pompano Beach, FL. 33069
PHONE: 954-292-0040 FAX: 954-941-3559
EMAIL ADDRESS: batti@bellsouth.net


David Gonzalez	John Payne	954-
954-623-2013	464-7986	
Chairman [*]	Secretary [**]	Date

COMMITTEE MEMBERS

[Print Name, Title, and Affiliation for Each. Designate Labor or Management if this is a Joint Program]

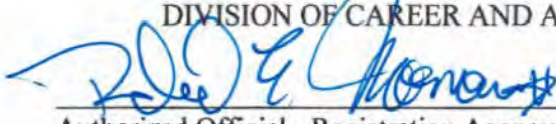
 MEMBER [*] David Gonzalez Hoerbiger Corporation of America, Inc.	 MEMBER [**] John Payne Premier Southeastern Specialties
MEMBER Scott Betz MSK Precision	MEMBER Scott Thomas Stimpson Corporation
MEMBER Roy Whitehead List Industries	MEMBER Dan Kaiserian Sonny's Corporation
MEMBER	MEMBER

SIGNATURE AUTHORITY
FOR COMMITTEE: Dennis Battistella 
Name (Please Type) (Signature)
Title: Coordinator Instructor/Coordinator, SFMA GNJ

REVIEWED BY:

Name Date
Apprenticeship & Training Representative 12/14/17

REVIEWED APPROVED REGISTERED

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

 Authorized Official - Registration Agency	1/31/18 Date
--	-----------------

6-CEMED

Certificate of Registration

Florida Department of Education
Division of Workforce Education

SOUTH FLORIDA MANUFACTURERS ASSOCIATION GNJ

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

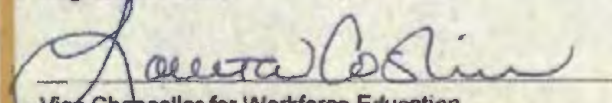
Machinist

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

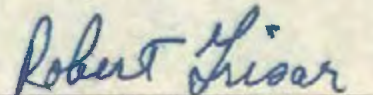
Florida Apprenticeship Advisory Council

June 19, 2009

Registration Date


Vice Chancellor for Workforce Education




Program Director of Apprenticeship

FL011090024

FLORIDA DEPARTMENT OF EDUCATION



STATE BOARD OF EDUCATION

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DR. AKSHAY DESAI

ROBERTO MARTINEZ

JOHN R. PADGET

KATHLEEN SHANAHAN

LINDA K. TAYLOR

Eric J. Smith
Commissioner of Education

Lucy Hadi, Chancellor
Division of Workforce Education



June 19, 2009

Mr. Dennis Segalewitz, Chairman
South Florida Manufacturers
Association GNJ
1000 West McNab Road
Pompano Beach, Florida 33069

Dear Mr. Segalewitz:

The apprenticeship standards for South Florida Manufacturers Association GNJ (Registration Number FL011090024) were approved and registered by the Department of Education, Division of Workforce Education effective this date. The original copy of the standards is retained for the state file.

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

Sincerely,

A handwritten signature in cursive script that reads "Robert Grisar".

Robert Grisar, Program Director
Apprenticeship

RG/bj

Enclosures

cc: Mr. Steve Turbee
Ms. Valvery Hillsman

LORETTA COSTIN, VICE CHANCELLOR FOR WORKFORCE EDUCATION

FLORIDA DEPARTMENT OF EDUCATION



STATE BOARD OF EDUCATION

T. WILLARD FAIR, *Chairman*

Members

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DR. AKSHAY DESAI

ROBERTO MARTINEZ

JOHN R. PADGET

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LINDA K. TAYLOR

Eric J. Smith
Commissioner of Education

Lucy Hadi, Chancellor
Division of Workforce Education



DATE: June 19, 2009

PROGRAM SPONSOR: South Florida Manufacturers Association GNJ

SUBJECT: Variance from the Standard Ratio

This is a program in a non-construction occupation whereas extenuating circumstances are involved that permit lower ratios. In accordance with Chapter 446.071(3) FS, to recognize the unique and varying training requirements of such programs, we hereby grant a variance to the apprentice-to-journeyman ratio specified in Chapter 6A-23.004(2)(g) FAC.

The ratio may be addressed in the following manner:

“To ensure adequate supervision and training, the employer may employ not more than one apprentice for the employer in each apprenticeable occupation, and one apprentice for each journeyman thereafter. It shall be the responsibility of the committee/sponsor to ensure the allowable ratio is maintained. (6A-23.004(2)(g)).”

Robert Grisar, Program Director
Apprenticeship

LORETTA COSTIN, VICE CHANCELLOR FOR WORKFORCE EDUCATION

STANDARDS OF APPRENTICESHIP

FOR

SOUTH FLORIDA MANUFACTURERS
ASSOCIATION GNJ

FL - 011090024

REGISTERED BY

FLORIDA DEPARTMENT OF EDUCATION
DIVISION OF WORKFORCE EDUCATION - APPRENTICESHIP

Standards of Apprenticeship

For

SOUTH FLORIDA MANUFACTURERS ASSOCIATION GNJ

Occupation / Trade	Term of Training in Hours	NAICS Code	DOT Code	ONET Code	RAPIDS Code
Machinist	8,000	332999	600.280-022	47-2111.00	0296

Program Sponsor

South Florida Manufacturers Association

JURISDICTIONAL AREA

Broward, Dade and Palm Beach Counties

Vocational Education Linkage:

Yes

No

VA Approval Requested:

Yes

No

SIGNATURE PAGE

PROGRAM NAME: South Florida Manufacturers Association GNJ
ADDRESS: 1000 West McNab Road, Pompano Beach, FL 33069
Phone: [954] 941-3558 Fax: [954] 941-3559

D. A. Segala 12/24/09 John J. Payne 5/12/09
Chairman [*] Date Secretary [**] Date

COMMITTEE MEMBERS

Dennis Segalewitz, Member[*] Interplex Industries	John Payne, Member[**] Sonnys Enterprises
Dennis Battistella, Member SFMA	Joey Felix, Member List Industries
Jean Rix, Member ABB	Don Jackubowski, Member Hoerbiger
David Gonzalez, Member Hoerbiger	

REVIEWED BY:

Bruce J. [Signature] 5/22/09
Authorized Official - Registration Agency Date
REVIEWED APPROVED REGISTERED

FLORIDA DEPARTMENT OF EDUCATION
DIVISION OF WORKFORCE EDUCATION - APPRENTICESHIP

Robert [Signature] 6/19/09
Authorized Official - Registration Agency Date



State Board of Education

Marva Johnson, *Chair*
Andy Tuck, *Vice Chair*
Members
Gary Chartrand
Ben Gibson
Tom Grady
Michael Olenick
Joe York

Pam Stewart
Commissioner of Education

Rod Duckworth, Chancellor
Career and Adult Education

April 16, 2018

Dr. John Wensveen, Chairman
Miami Dade College Apprenticeship Program - GNJ (2018-FL-71114)
300 N.E. 2nd Ave.
Miami, FL 33132

Dear Dr. John Wensveen:

The standards for Miami Dade College Apprenticeship Program - GNJ (2018-FL-71114), were approved and registered by the Department of Education, Division of Career and Adult Education effective this date. The original copy of the standards is retained for the state file.

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

Sincerely,

Richard E. Norman III, Program Director
Apprenticeship

RN/pw

Enclosures

cc: Ms. Betsy Wickham, Bureau Chief
Mr. Randy Holmes

STANDARDS OF APPRENTICESHIP

FOR

Program Sponsor

Miami Dade College Apprenticeship Program - GNJ

VA Approval Requested: Yes
Vocational Education Linkage: Yes

REGISTERED BY

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

2018-FL-71114

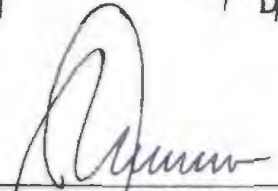
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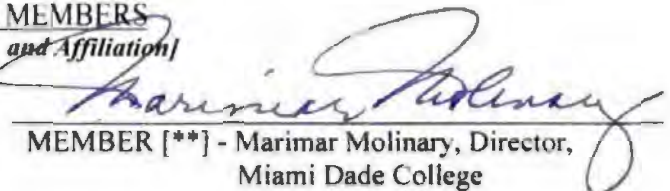
PROGRAM NAME: Miami Dade College Apprenticeship Program - GNJ
ADDRESS: 300 N. E. 2nd Ave., Miami, FL 33132 Miami-Dade County
PHONE: 305-237-7489 FAX: 305-237-7460
EMAIL ADDRESS: jwensvee@mdc.edu

Dr. John Wensveen 4/6/18
Chairman [*] Date

Marimar Molinary 4/6/18
Secretary [**] Date

COMMITTEE MEMBERS
(Print Name, Title, and Affiliation)


MEMBER [*] - Dr. John Wensveen,
Vice Provost of Academic Schools
Miami Dade College


MEMBER [**] - Marimar Molinary, Director,
Miami Dade College

~~MEMBER~~ - David Sandri, President,
Commercial Jet

~~MEMBER~~


~~MEMBER~~


~~MEMBER~~

~~MEMBER~~

~~MEMBER~~

**SIGNATURE AUTHORITY
FOR COMMITTEE**

Lenore P. Rodicio, Ph.D. 
Name (Please Type) (Signature)
Title: Executive Vice President and Provost Affiliation: The District Board of Trustees of
Miami Dade College, Florida

REVIEWED BY: 
Randy Holmes
Name
Apprenticeship & Training Representative

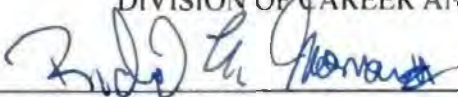
4-10-2018
Date

REVIEWED

APPROVED

REGISTERED

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


Authorized Official - Registration Agency

4/16/2018
Date

Employer / Occupation Appendix

Miami Dade College Apprenticeship Program - GNJ

(Sponsor)

In the occupation(s) of:

Occupation / Trade	Term of Training in Hours	NAICS Code	DOT Code	RAPIDS Code (4 digit trade #)	SOC Code
Aircraft Structure, Surfaces, Rigging, and Systems Assemblers	3100-4000	811310		(0874)	51-2011.00

EMPLOYER NAME: **Commercial Jet**

Miami Dade

ADDRESS: 4600 NW 36th St, Miami, FL 33166

(COUNTY)

PHONE: (305) 341-5150

FAX: (786) 265-7057

EMAIL ADDRESS: hr@commercialjet.com

JURISDICTIONAL AREA

Miami-Dade

(Counties)

Time Based Program:

Yes

No

Competency Based Program:

Yes

No

Hybrid Program:

Yes

No

Certificate of Registration

Florida Department of Education
Division of Career and Adult Education


MIAMI-DADE COLLEGE APPRENTICESHIP PROGRAM GNJ

Issued in recognition as
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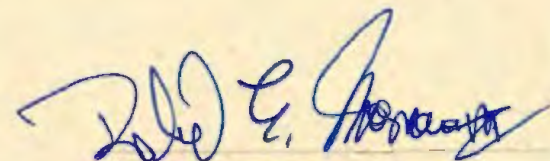
Florida Apprenticeship Advisory Council

April 16, 2018

Registration Date



Rod Duckworth
Chancellor for Career and Adult Education



Richard E. Norman, III
Program Director of Apprenticeship

2018-FL-71114



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 7C

AGENDA ITEM SUBJECT: AUTHORIZATION FOR SFWIB STAFF TO RELEASE A REQUEST FOR PROPOSAL FOR THE SELECTION OF REFUGEE SERVICE PROVIDERS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval authorizing staff to release a Request for Proposal (RFP) to provide to provide Refugee Employment and Training Services for Program Year 2018-2019, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

The current Refugee Service Providers were competitively procured to provide Refugee Employment and Training Services (RET) in Workforce Development Area 23 for Program Year (PY) 2015-2016. Pursuant to specific contract language, contingent upon the availability of funds, which allows renewal for up to two program years, Refugee Providers also delivered RET Services for PY 2016-2017. The current Refugee Provider contracts were renewed a final year for PY 2017-2018 and will expire on September 30, 2018.

Therefore, staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval for staff to issue an RFP to solicit Refugee Employment and Training Services for PY 2018 to 2019.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 7D

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$366,000 in WIOA funds to Miami Dade College for the Culinary and Catering Employment Training and Hospitality Certification and Employment Training cohorts, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its August 17, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Culinary and Catering Employment Training and Hospitality Certification and Employment Training cohorts. The cohort training is another collaborative partnership between the South Florida Workforce Investment Board (SFWIB) and Miami Dade College (MDC) that will assist program participants in entering or returning to the workforce. The cohorts are an integral part of the Employ Miami-Dade initiative.

The cohorts will prepare up to 200 SFWIB eligible participants to successfully complete the program and receive practical experience in culinary, catering and hospitality skills with associated certifications to become employable and placed in entry-level positions within the industry. The SFWIB will provide training and training related funding; and MDC will provide relevant training services. The total cost for the ten cohorts is \$366,000.

Performance outcomes for the 2017-18 Culinary and Hospitality training cohorts are as follows:

Culinary (North) Training:	Projected Performance	Actual Performance
Training Goal	60	31
Total Completed	42	24
Completion Rate	70%	77%
Total Placed	30	20
Placement Rate	70%	83%
Average Wage Rate	\$10.07	\$9.94

Note: there are 19 participants currently enrolled and pending completion.

Hospitality (North & South)	Projected Performance	Actual Performance
Training Goal	180	130
Total Completed	126	94
Completion Rate	70%	72%
Total Placed	88	73
Placement Rate	70%	78%
Average Wage Rate	\$9.65	\$10.37

Note: there are 40 participants currently enrolled and pending completion.

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami Dade College (Hospitality Institute - Miami International Hospitality Center) an allocation not to exceed \$366,000 in Workforce Innovation and Opportunity Act (WIOA) funds for Culinary and Catering and Hospitality Certification Training.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE: As outlined below:

CULINARY AND CATERING EMPLOYMENT TRAINING (WOLFSON)

- Number of Participants Served - 80
- Number of Participants to Complete Training - 56
- Number of Participants to be Placed into Jobs - 40
- Number of Cohorts - 4
- Cost Per Placement - \$4,800
- Average Wage - \$9.94
- Net Economic Benefit - \$15,875
- Return-On-Investment - \$3.31
- Economic Impact - \$635,008 dollars in salaries generated

HOSPITALITY AND EMPLOYMENT CERTIFICATION TRAINING (NORTH AND HOMESTEAD)

- Number of Participants Served - 120
- Number of Participants to Complete Training - 84
- Number of Participants to be Placed into Jobs - 60
- Number of Cohorts - 6
- Cost Per Placement - \$1,450
- Average Wage - \$10.37
- Net Economic Benefit - \$18,669
- Return-On-Investment - \$6.44
- Economic Impact - \$1,120,176 dollars in salaries generated

ATTACHMENT

Miami Dade College – Wolfson Campus
Miami International Hospitality Center
The Hospitality Institute Employment Training Proposal
July 1, 2018 to June 30, 2019

Program Overview

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

For 2018-19, The Hospitality Institute is proposing to offer the following employment trainings:

- Hospitality Certification and Employment Training (HCET)
 - Six cohorts – North (three cohorts) and South (three cohorts)
- Culinary and Catering Employment Training (CCET)
 - Four cohorts – Miami Culinary Institute at Wolfson Campus

Hospitality Certification and Employment Training (HCET)

HCET consists of a total of 6 weeks / 120 hours of instruction in hospitality industry employment, hands-on training, customer service training, and industry related workforce readiness training. The trainings will take place at Miami Dade College North Campus and Homestead Campus or other locations throughout Miami-Dade County agreed upon by Miami Dade College and CareerSource South Florida. Classes are taught by experienced Miami Dade College instructors and expert industry trainers.

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

There are three choices of HCET programs that can be offered:

1. **Hotel Property Specialist:** AHLEI Maintenance Employee, AHLEI Guest Service Gold customer service, OSHA 10 training.
2. **Guest Service Specialist:** AHLEI Guestroom Attendant, AHLEI Guest Service Gold customer service, front desk operations training.
3. **Food Service Specialist:** AHLEI Restaurant Server, AHLEI Guest Service Gold customer service, SafeStaff Foodhandler certification.

HCET will target, train and prepare up to one hundred twenty (120) South Florida Workforce Investment Board (SFWIB) qualified, eligible participants to successfully complete training, receive certifications and practical experience in one of the three HCETs, to become employable and find employment in entry level positions within the industry.

Program Summary

- Number of participants: Minimum 15 up to 20 participants per cohort / 120 participants maximum
- Program cost: \$174,000.00
- Participant cost: \$1450.00 per participant
- Number of cohorts: 6 cohorts (3 North / 3 South)
- Cohort length: 6 weeks / Monday through Friday from 9:00 am to 1:00 pm daily
- Program term: July 1, 2018 to June 30, 2019

Main Program Components

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

Program Offerings

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

Training Overview

- Six 6-week cohorts of Hospitality Certification and Employment Training are scheduled within the program term that aligns with CareerSource South Florida's fiscal year from July 1, 2018 to June 30, 2019 (schedule to be determined in consultation with CareerSource at Lindsey Hopkins and NANA). Three cohorts will be held at Miami Dade College North Campus and three cohorts on Miami Dade College Homestead Campus.
- The specific HCET program to be offered for each cohort will be identified based on industry demand and input from CareerSource South Florida. Certain HCET programs may be offered more frequently than others.
- CareerSource participants will be enrolled in the Neighbors and Neighbors Association (NANA) Work Readiness Program before beginning a Hospitality Certification and Employment Training. The NANA Work Readiness Program is a separate program with its own administration and funding sources. Upon successful completion of the NANA Work Readiness Program, participants will progress to Hospitality Certification and Employment Training.
- Participants that pass a drug test and reside in specified zip codes will be eligible to receive a stipend (contingent on funding) from NANA upon successful completion of a six-week Hospitality Certification and Employment Training.
- The first week of each Hospitality Certification and Employment Training will consist of orientation and work readiness training to prepare participants to successfully complete the entire six-week training. Participants will be on probation during week one. Upon successful completion of week one (including meeting attendance and classroom conduct requirements) participants will progress to week two of the training.
- CareerSource South Florida will recruit an adequate number of participants to ensure that a minimum of fifteen (15) up to twenty (20) qualified eligible participants are enrolled per cohort.
- CareerSource South Florida will send the list of enrolled participants to The Hospitality Institute five (5) days prior to the first day of each cohort. Participants must be enrolled as Miami Dade College students before beginning class.
- Before each cohort, during breaks between cohorts, and after each cohort, Hospitality Institute employees will continue to work case management, recruitment and screening of new participants, job referrals and job placement tracking, curriculum development, record-keeping, reporting, ordering supplies, scheduling, and other matters pertaining to the management of the Hospitality Certification and Employment Training program.

Culinary and Catering Employment Training (CCET)

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

The training will take place at Miami Dade College Wolfson Campus in a fully equipped culinary training kitchen at Miami Culinary Institute, or in other locations throughout Miami-Dade County agreed upon by Miami Dade College and CareerSource South Florida. Classes will be taught by experienced Miami Dade College instructors and expert industry trainers.

The American Culinary Federation standards and American Hotel & Lodging Educational Institute (AHLEI) Kitchen Cook program will be used to structure the curriculum components. Participants will receive an extensive overview of the food and beverage industry, and training in the job skills necessary for the position of entry/line level cook. A catering component has been added to the curriculum due to the high demand for events and banquet catering in South Florida. To enhance participants' employability, educational experiences including hands-on training, industry related workforce readiness training, guest speakers and site visits are an essential part of the overall program.

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

Program Summary

- Number of participants: Minimum 15 up to 20 participants per cohort / 80 participants maximum
- Program Cost: \$192,000.00
- Participant cost: \$2400.00 per participant
- Number of cohorts: 4 cohorts (Miami Culinary Institute at Wolfson Campus)
- Cohort length: 10 weeks / Monday through Friday from 9:00 am to 2:00 pm daily
- Program Term: July 1, 2018 to June 30, 2019

Main Program Components

- Orientation and workforce readiness training (weeks one and two of each cohort, 50 hours)
- Classroom instruction, hands-on kitchen lab training, food safety and sanitation training, catering, industry related workforce readiness training (weeks two to ten, 200 hours)
- AHLEI testing and Kitchen Cook certification (if the participant achieves a score of 70% or better on the written exam graded by AHLEI)
- State mandated Florida Safe Staff Food Handler Certification
- Job placement assistance in coordination with CareerSource South Florida

Program Offerings

- Two-week orientation and workforce readiness

- Classroom training based on American Culinary Federation standards and American Hotel & Lodging Educational Institute (AHLEI) Kitchen Cook program, and aligned with Miami Dade College Miami Culinary Institute curriculum
- Classroom instruction and skills training in cooking, food service, food safety and sanitation, catering and related industry operations
- Customer service skills training
- Hands on experience and participation in industry and college events
- Increased vocabulary and terminology in the culinary industry
- Employability skills, professionalism and work ethics
- Enhanced communication and interview skills
- Instruction on the proper dress code and industry code of professionalism
- Testing during and at the end of the instructional period
- AHLEI testing and certification (if the participant achieves a score of 70% or better on the written exam graded by AHLEI)
- Florida Safe Staff Food Handler Training, Testing and Certification
- Miami Dade College Certificate of Completion

Training Overview

- Four ten-week cohorts of Culinary and Catering Employment Training are scheduled within the program term that aligns with CareerSource South Florida's fiscal year from July 1, 2017 to June 30, 2018 (schedule to be determined in consultation with CareerSource at Lindsey Hopkins and NANA).
- The training will take place at Miami Dade College Wolfson Campus in a fully equipped culinary training kitchen at Miami Culinary Institute.
- The first two weeks of each Culinary and Catering Employment Training will consist of orientation and work readiness training to prepare participants to successfully complete the entire ten-week training. Participants will be on probation during weeks one and two. Upon successful completion of weeks one and two, participants will progress to week three of the training.
- Participants that pass a drug test and reside in specified zip codes will be eligible to receive a stipend (contingent on funding) from Neighbors and Neighbors Association (NANA) upon successful completion of a ten-week Culinary and Catering Employment Training.
- CareerSource South Florida will recruit an adequate number of participants to ensure that a minimum of fifteen (15) up to twenty (20) qualified eligible participants are enrolled per cohort.
- CareerSource South Florida will send the list of enrolled participants to The Hospitality Institute five (5) days prior to the first day of each cohort. Participants must be enrolled as Miami Dade College students before beginning class.

- Before each cohort, during breaks between cohorts, and after each cohort, Hospitality Institute employees will continue to work on case management, recruitment and screening of new participants, job referrals and job placement tracking, curriculum development, record-keeping, reporting, kitchen maintenance and repairs, ordering supplies, scheduling and other matters pertaining to the management of the Culinary and Catering Employment Training.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 7E

AGENDA ITEM SUBJECT: RELATED PARTY TRAINING VENDOR AGREEMENTS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval of Training Vendor Agreements with the Training Vendors that are represented on the Board, as set forth below.

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

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

BACKGROUND:

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

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

- Florida National University, Inc. (FL National)
- The District Board of Trustees of Miami Dade College (MDC)
- Miami-Dade County Public Schools (M-DCPS)
- The Academy of South Florida, Inc. (The Academy)

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

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 7F

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:

On April 19, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. The Global Talent and Competitiveness Council reviewed and approved the SFWIB staff recommendation to revise the ITA policy. This agenda item is being re-submitted for approval.

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**

SFWIB 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.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

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 April 30, 2018.

The South Florida Workforce Board's contract with the Department of Children and Family Services requires 604 monthly placements with an annual goal of 7,248. The WDA's RET Balanced Scorecard Job Placements from through April 30, 2018, shows WDA 23 had a total of 3,972 job placements; which is six percent below the maximum standard.

- Three of the seven Refugee Services contracts have met or exceeded their maximum Year-to-Date (YTD) Job placement standard: Adult Mankind Organization, Arbor E&T and Cuban American National Council

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

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

CSSF RET Performance Overview Report

Report Date: 10/1/2017 To 4/30/2018

Employment									
Location	Standard Monthly	Maximum	YTD Goal	Center	YTD % Achieved	Actual vs. Goal	Monies Unearned Through 04/30/2018	Avg. Cost Per	# of Placements short based on funding
AMO	98	115	805	802	99%	3	\$ 5,157.00	\$ 1,252.64	4
Arbor E&T, LLC	48	57	399	396	99%	3	\$ -	\$ 1,280.76	0
CANC	48	56	392	395	101%	0	\$ -	\$ 1,263.23	0
Community Coalition	42	49	343	299	87%	44	\$ 52,573.00	\$ 1,246.67	42
Lutheran Services	120	141	987	955	97%	32	\$ 22,372.00	\$ 1,258.31	18
Miami Beach Latin Chamber	13	15	105	60	57%	45	\$ 68,607.00	\$ 1,034.20	54
Youth Co-Op	145	171	1,197	1,065	89%	132	\$ 175,436.58	\$ 1,237.47	142
Region	514	604	4,228	3,972	94%	256	\$ 324,145.58	\$ 1,224.75	260

ND = No data

NA = Region performance not applicable for this measure

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

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 Report tracks the Workforce Development Area (WDA) 23 Direct Job Placements (DJP), Obtained Employment (OE) placements and the overall total number of placements. The Monthly Placement Year-to-Date summary for Program Year 2017-18, is from July 1, 2017 through May 31, 2018.

The Monthly Placement Report shows WDA 23 had a total of 29,301 job placements; 9,081 were DJP and 20,220 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 seven 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 May 2018

Location	JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			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
Hialeah Downtown	522	341	181	445	280	165	351	204	147	360	216	144	260	103	157	293	148	145	306	166	140
City of Miami center	335	245	90	273	226	47	210	203	7	189	150	39	143	107	36	127	107	20	160	125	35
Carol City	378	368	10	327	321	6	258	252	6	239	235	4	127	110	17	137	111	26	183	169	15
Florida Keys	74	69	5	84	64	20	52	42	10	71	47	24	65	28	37	67	54	13	66	49	17
Miami Beach	58	58	0	80	68	12	50	50	0	54	49	5	26	22	4	68	52	16	58	48	10
North Miami Beach	373	291	82	292	269	23	257	252	5	287	268	19	178	143	35	182	155	27	210	176	35
Opa Locka	68	68	0	52	51	1	40	37	3	58	51	7	35	31	4	55	38	17	44	38	6
South Miami	68	65	3	68	62	6	55	52	3	78	49	29	29	23	6	57	33	24	56	36	20
Transition	99	66	33	113	78	35	87	64	23	80	43	37	59	19	40	84	49	35	81	46	34
Homestead	341	223	118	335	222	113	211	185	26	324	203	121	311	114	197	328	98	230	260	127	134
Little Havana	555	397	158	478	365	113	314	281	33	365	244	121	176	100	76	211	132	79	249	169	80
Northside	367	333	34	395	278	117	258	237	21	308	181	127	181	97	84	218	145	73	226	163	63
Perrine	615	502	113	604	436	168	423	377	46	668	370	298	487	234	253	400	230	170	378	252	126
West Dade	756	586	170	683	548	135	475	420	55	507	397	110	328	173	155	443	257	186	386	275	111
Total	4,609	3,612	997	4,229	3,268	961	3,041	2,656	385	3,588	2,503	1,085	2,405	1,304	1,101	2,670	1,609	1,061	2,664	1,838	826
		DJP%	28%		DJP%	29%		DJP%	14%		DJP%	43%		DJP%	84%		DJP%	66%		DJP%	45%

Location	JANUARY			FEBRUARY			MARCH			APRIL			MAY			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
Hialeah Downtown	238	117	121	188	73	115	247	137	110	210	77	133	255	129	126	306	166	140
City of Miami	114	74	40	55	26	29	104	86	18	112	81	31	96	66	30	160	125	35
Carol City	92	71	21	69	56	13	148	131	17	109	85	24	132	116	16	183	169	15
Florida Keys	66	57	9	34	23	11	103	82	21	53	36	17	59	36	23	66	49	17
Miami Beach	62	35	27	40	34	6	82	64	18	43	33	10	74	62	12	58	48	10
North Miami Beach	151	111	40	115	80	35	198	154	44	132	106	26	148	103	45	210	176	35
Opa Locka	38	28	10	19	14	5	55	41	14	33	29	4	34	31	3	44	38	6
South Miami	30	14	16	36	14	22	79	23	56	61	25	36	55	41	14	56	36	20
Transition	71	41	30	64	20	44	96	59	37	64	30	34	72	41	31	81	46	34
Homestead	263	67	196	218	53	165	196	80	116	195	83	112	142	67	75	260	127	134
Little Havana	159	86	73	115	48	67	151	98	53	116	52	64	103	57	46	249	169	80
Northside	193	100	93	134	79	55	197	147	50	124	94	30	109	102	7	226	163	63
Perrine	192	141	51	164	80	84	210	151	59	221	121	100	171	126	45	378	252	126
West Dade	241	142	99	154	86	68	314	205	109	186	119	67	155	92	63	386	275	111
Total	1,910	1,084	826	1,405	686	719	2,180	1,458	722	1,659	971	688	1,605	1,069	536	2,664	1,838	826
		DJP%	36%		DJP%	105%		DJP%	39%		DJP%	83%		DJP%	36%		DJP%	50%



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 8C

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 June 4, 2018, indicates that the South Florida Workforce Investment Board generated \$4,241,457.23 of wages into the South Florida regional economy. For every dollar spent on training, SFWIB obtained a return of \$2.77. Ninety-one percent of training services participants completed classroom training. Of those completing training, eighty-two percent have obtained employment with an average wage of \$17.03. Eighty-one percent of the participants were placed in a training-related occupation. The net economic benefit per placement is \$26,021.21.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Consumer Report Card

07/01/2017 - 06/30/2018

Training Agent	Total Outcome	Number of Completions	Number of Placements	% of Placements	# of Training Related Placements	% of Total Training Related Placements	Training Expenditures			Economic Benefit		Net Economic Benefit Per Placement	Value Added per Placement
							Avg. Cost Per Participant	Total Completion Expenditures	Total Expenditure Per Placement	Average Wage	Average Economic Benefit		
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	2	2	2	100.00 %	2	100.00 %	\$ 1,061.10	\$ 2,122.20	\$ 1,061.10	\$ 11.00	\$ 22,880.00	\$ 21,818.90	\$ 20.56
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	12	12	8	66.67 %	7	87.50 %	\$ 7,458.92	\$ 89,507.00	\$ 11,188.38	\$ 10.38	\$ 21,580.00	\$ 10,391.63	\$ 0.93
LaunchCode South Florida	20	20	9	45.00 %	5	55.56 %	\$ 10,000.00	\$ 200,000.00	\$ 22,222.22	\$ 13.81	\$ 28,715.56	\$ 6,493.33	\$ 0.29
Life-Line Med Training -Main Campus	4	3	3	100.00 %	1	33.33 %	\$ 4,788.13	\$ 14,364.38	\$ 4,788.13	\$ 13.13	\$ 27,317.33	\$ 22,529.21	\$ 4.71
Management Resources College	5	5	3	60.00 %	3	100.00 %	\$ 3,657.62	\$ 18,288.08	\$ 6,096.03	\$ 24.83	\$ 51,653.33	\$ 45,557.31	\$ 7.47
MDCP SCHOOLS (ALL)	1	-	-	0.00 %	-	0.00 %	\$ 1,097.75	-	-	-	-	-	-
Metropolitan Trucking and Technical Institute	18	11	6	54.55 %	6	100.00 %	\$ 1,407.10	\$ 15,478.12	\$ 2,579.69	\$ 19.50	\$ 40,566.93	\$ 37,987.25	\$ 14.73
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	53	53	46	86.79 %	44	95.65 %	\$ 10,000.00	\$ 530,000.00	\$ 11,521.74	\$ 17.45	\$ 36,292.38	\$ 24,770.64	\$ 2.15
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	7	7	7	100.00 %	5	71.43 %	\$ 7,512.52	\$ 52,587.67	\$ 7,512.52	\$ 19.60	\$ 40,765.03	\$ 33,252.50	\$ 4.43
The Academy -- Miami Campus	70	66	62	93.94 %	55	88.71 %	\$ 9,039.11	\$ 596,580.94	\$ 9,622.27	\$ 18.80	\$ 39,108.03	\$ 29,485.75	\$ 3.06
The CDL School, Inc.	6	6	6	100.00 %	6	100.00 %	\$ 2,083.33	\$ 12,500.00	\$ 2,083.33	\$ 12.92	\$ 26,866.67	\$ 24,783.33	\$ 11.90
Wyncode Academy	3	3	1	33.33 %	1	100.00 %	\$ 10,000.00	\$ 30,000.00	\$ 30,000.00	\$ 17.30	\$ 35,984.00	\$ 5,984.00	\$ 0.20
	220	200	163	81.50 %	145	88.96 %	\$ 7,656.36	\$ 1,531,271.25	\$ 9,394.30	\$ 17.03	\$ 35,415.51	\$ 26,021.21	\$ 2.77



SFWIB PERFORMANCE COUNCIL

DATE: 6/21/2018

AGENDA ITEM NUMBER: 8D

AGENDA ITEM SUBJECT: WORKFORCE SERVICES CONTRACTORS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Performance Council recommends to the Board the approval to authorize staff to renew the existing Workforce Services contractors for Program Year (PY) 2018-2019, as set forth below.

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The current Workforce Services contractors were competitively procured in June 2017, to provide Workforce Services on behalf of the South Florida Workforce Investment Board (SFWIB) for PY 2017-2018. The first year of this contract will expire on June 30, 2018, but may be renewed for two additional years pursuant to contract language that allows renewal contingent upon the availability of funds.

SFWIB staff conducted a performance review of the current Workforces Services contracts throughout PY 2017-2018 (July 1, 2017 through May 31, 2018). The attached Balanced Scorecard summary for this period indicates that eight of the fourteen Workforce Services locations met or exceeded 30 percent of the Direct Job Placement measure.

SFWIB staff recommends to the Performance Council to recommend to the Board to authorize staff to renew the existing Workforce Services Contractors for PY2018-2019. SFWIB staff will continue to make recommendations and changes to improve outcomes and performance.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 6/21/2018

AGENDA ITEM NUMBER: 8E

AGENDA ITEM SUBJECT: YOUTH SERVICES CONTRACTORS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Performance Council recommends to the Board the approval to authorize staff to renew the existing Youth Service Contractors for Program Year (PY) 2018-2019, as set forth below.

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

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

BACKGROUND:

On July 22, 2014, Congress passed the Workforce Innovation and Opportunity Act (WIOA) which includes a number of improvements to ensure low income workers, youth and adults, have the skills and support needed for full participation in the American workforce. WIOA includes several significant provisions that will increase the focus on comprehensive programming for youth and those who face the greatest challenges. With the implementation of WIOA on July 1, 2015, current Youth Services Contractors have built career pathways infrastructures in the community to better serve the needs of youth who are unemployed and basic skills deficient.

The Performance Council recommends to the Board to authorize staff to renew the existing Youth Services contractors for PY 2018-2019. The current Youth Services Contractors delivering year round service are the following:

Youth Providers	Program (s)
Adults Mankind Organization	In-School and Out of School
Community Coalition	Out of School
Cuban American National Council	In-School and Out of School
Miami-Dade CAHSD	Out of School
Youth CO-OP Miami-Dade	In School and Out of School
Youth CO-OP Monroe County	In School and Out of School

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT