



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

**THURSDAY, August 16, 2018
9:30 A.M.**

Big Brothers Big Sisters of Miami
550 NW 42nd Avenue
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Meeting Minutes
 - a. February 15, 2018
 - b. April 19, 2018
 - c. June 21, 2018
3. Chairman's Report
4. Executive Director's Report
 - a. National Flight Academy Presentation
 - b. Legislative Update
5. Executive Committee
 - a. Information – Office of Inspector General Final Audit Report Update
6. Ratification Agenda Items
 - 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 Deobligate National Emergency Grant Funds
 - f. Ratification of the Approval to Allocate funds to Monroe County for an Employed Worker Training Initiative

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

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

- g. Ratification of the Approval to Allocate funds for the Stanley G. Tate Florida Prepaid College Foundation, Inc.
- h. Ratification of the Approval to as to Approval of the 2018-2019 Budget
- i. Ratification as to Approval to Accept Additional State of Florida Department of Economic Opportunity Workforce Funding
- j. Ratification as to Approval to Allocate Funds for the Pre-Apprenticeship Internship Program
- k. Ratification as to Approval of SFWIB to provide direct Employment and Training Services
- l. Ratification as to Approval to Accept Additional National Emergency Grant Funds
- m. Ratification as to Approval to Allocate Funds for the Miami Dade Pre-Apprenticeship Internship Program
- n. Ratification as to Approval to Allocate Funds for the TechHire Internship Program
- o. Ratification as to Approval to Allocate Funds for the CareerSource South Florida TechHire Summer Bootcamp Stipend
- p. Ratification as to Approval of a New Training Provider and Program and a New Program for an Existing Training Provider
- q. Ratification as to Approval to Allocate Funds to Miami-Dade College for Culinary and Hospitality Certification Training
- r. Ratification as to Approval to Renew Existing Workforce Services Contract for Program Year 2018-19
- s. Ratification as to Approval to Renew Existing Youth Services Contract for Program Year 2018-19

7. June 21, 2018 Meeting Approval Items

- a. Recommendation as to Approval to Accept Wagner-Peyser Cooperative Outreach Program Funds
- b. Recommendation as to Approval to Accept Additional Veteran Funds
- c. Recommendation as to Approval of Revisions to the Individual Training Account Policy
- d. Recommendation as to Approval of the 2016-2010 SFWIB Strategic Plan
- e. Recommendation as to Approval to Release a Request for Proposal for the Selection of Refugee Service Providers
- f. Recommendation as to Approval of Related Party Training Vendor Agreements

8. Finance and Efficiency Council

- a. Information - Financial Report – June 2018
- b. Recommendation as to Approval to Update the Accounting Policies and Procedures
- c. Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Workforce Funding

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- d. Recommendation as to Approval to Allocate Funds to Miami-Dade County Public Schools for Commercial Foods and Culinary Arts Training
- e. Recommendation as to Approval to Allocate Funds to Miami Dade County Public Schools for Construction Technology and Private Security Officer Training
- f. Recommendation as to Approval to Allocate Funding to the Early Learning Coalition (ELC) of Miami-Dade/Monroe, Inc.

9. Global Talent and Competitiveness Council

- a. Recommendation as to Approval to Allocate Funds for Miami Community Ventures Pilot
- b. Recommendation as to Approval to Allocate Funds for the Pre-Apprenticeship Career and Technical Training Program
- c. Recommendation as to Approval to Allocate Funds for the Take Stock in Children Scholarship Program
- d. Recommendation as to Approval of a New Training Provider and Program
- e. Recommendation as to Approval of TechHire Summer Boot Camp Training Providers
- f. Recommendation as to Approval of the Miami Dade College Apprenticeship Program – GNJ
- g. Recommendation as to Approval to Allocate Funds for the Florida Keys Community College TechPro Boot Camp
- h. Recommendation as to Approval to Allocate Funds for the Florida Keys Community College Career Pathways Reentry Training Program
- i. Recommendation as to Approval to Allocate Funds for the Miami-Dade County Academic Year Internship Program

10. Performance Council

- a. Information – Refugee Employment and Training Program Performance Overview
- b. Information – Workforce Services Balanced Scorecard Report Update
- c. Information – Hard-to-Serve Placement Report Update
- d. Information – Consumer Report Card
- e. Information – Youth Partners Regional Performance

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2A

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: August 16, 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, Carlana – <i>Miami-Dade County Public Schools</i> |
| Brito, Hilma – <i>Rescare, Inc.</i> | Moaata, Dave – <i>Opa-Locka Community Development Corporation, Inc.</i> |
| Cuortas, Michelle – <i>Opa-Locka Community Development Corporation, Inc.</i> | Perez, Chris – <i>The Academy</i> |
| Fano, Shelly – <i>Miami Dade College</i> | Rodriguez, Maria – <i>Youth Co-Op, Inc.</i> |
| Farinas, Irene – <i>Adults Mankind Organization, Inc.</i> | Sante, Alicia – <i>Youth Co-Op, Inc.</i> |
| Felipe, Daniel – <i>Cuban National Council, Inc.</i> | Somellian, Ana – <i>Adults Mankind Organization, Inc.</i> |
| Flores, Oscar – <i>Compu-Med</i> | Williams, Nikisha – <i>Opa-Locka Community Development Corp.</i> |
| Galano, Rosada – <i>Cuban National Council, Inc.</i> | |

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

1. Call to Order and Introductions

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

5. Executive Committee

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

District for the Summer Youth Internship Program

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

No further questions or discussions.

Item moved by the consensus of the members present.

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

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

No further questions or discussions.

Item moved by consensus of the members present.

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

- 6.c. Recommendation as to Approval of an Adjustment of the PY 2017-18 Budget**
Chairman Bridges moved the approval of an adjustment of the PY 2017-18 budget.
Mr. Beasley further presented.

No further questions or discussions.

Item moved by consensus of the members present.

- 6.d. Recommendation as to Approval to Accept Funds for the City of Homestead Summer Youth Employment Program**
Chairman Bridges introduced the item and Mr. Beasley further presented.

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

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

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

No further questions or discussions.

Item moved by consensus of the members present.

- 6.e. Recommendation as to Approval to Accept Funds for the City of Miami Gardens Summer Youth Employment Program**
Chairman Bridges introduced the item and Mr. Beasley further presented. There was continued discussion.

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

Item moved by consensus of the members present

- 7. Global Talent and Competitiveness Council**
7.a. Recommendation as to Approval of a New Training Provider and Program
Chairman Bridges introduced the item and Mr. Beasley further presented.

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

Item moved by consensus of the members present.

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

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

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

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

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

Item moved by consensus of the members present.

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

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

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

No further questions or discussion.

Item moved by consensus of the members present.

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

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

No further questions or discussion.

Item moved by consensus of the members present.

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

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

No further questions or discussion.

Item moved by consensus of the members present.

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

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

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

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

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

Mr. Piedra additionally requested more information be provided.

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

Item moved by consensus of the members present.

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

4. Executive Director's Report

4.a. Executive Director's Update

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

No further questions or concerns.

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

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

No further questions or concerns.

6. Finance and Efficiency Council

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

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

Budget Adjustments

Revenues: No Revenue Adjustment

Expenses:

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

Explanation of Significant Variances:

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

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

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

There was continued discussion.

6.b. Information – Fiscal Monitoring Activity Reports

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

8. Global Talent Competitiveness Council

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

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

8.c. Information – Consumer Report Card

8.d. Information – CSSF Automated Customer Service Survey

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

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

No further questions or discussions.

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

There was continued discussion.

[Mr. Piedra returned]

[Ms. Monica Russo Arrived]

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

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

[Quorum Verified by Chairman Bridges]

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

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

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

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

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

Items:

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

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

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

[Mr. Manrique returned]

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

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

There was continued discussion.

Deferred Items:

3. Chairman's Report

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



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AGENDA ITEM NUMBER: 2B

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: August 16, 2018 at 9:30AM
 Doubletree Hotel – Convention Center
 711 N.W. 72nd Avenue
 Miami, FL 33126

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

AGENDA ITEM NUMBER: 2C

AGENDA ITEM SUBJECT: MEETING MINUTES

DATE: August 16, 2018 at 9:30AM
 Doubletree Hotel – Convention Center
 711 N.W. 72nd Avenue
 Miami, FL 33126

| SFWIB MEMBERS IN ATTENDANCE | SFWIB MEMBERS NOT IN ATTENDANCE | SFW STAFF |
|--|--|---|
| <ol style="list-style-type: none"> 1. Bridges, Jeff <i>SFWIB Chairman</i> 2. Perez, Andre, <i>Vice-Chairman</i> 3. Brown, Clarence 4. Chi, Joe 5. Clayton, Lovey 6. del Valle, Juan- Carlos 7. Ferradaz, Gilda 8. Garza, Maria 9. Lampon, Brenda 10. Roth, Thomas 11. Russo, Monica 12. Scott, Kenneth 13. Wensveen, John | <ol style="list-style-type: none"> 14. Adrover, Bernardo 15. Brecheisen Bruce 16. Datorre, Roberto 17. Davis-Raiford, Lucia 18. Diggs, Bill 19. Gazitua, Luis 20. Gibson, Charles 21. Huston, Albert 22. Jordan , Barbara 23. Ludwig, Philipp 24. Manrique, Carlos 25. Maxwell, Michelle 26. Piedra, Obdulio 27. Regueiro, Maria C. 28. Rod, Denis 29. Thurman, Karen 30. West, Alvin | <p>Beasley, Rick Alonso, Gus 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> |

| OTHER ATTENDEES | |
|---|---|
| Brito, Hilma – Rescare, Inc. | Lopez, Sonia – <i>Cuban National Council, Inc.</i> |
| Buitez, Jessica – <i>Cuban American National Council, Inc.</i> | Menendez, Jessy – <i>Community Coalition, Inc.</i> |
| Cooper, Jaime – <i>New Horizons, Inc.</i> | Mitchell, Carlena – <i>Miami-Dade County Public Schools</i> |
| Cordon, Mayelin – <i>Community Coalition, Inc.</i> | Perez, Baroto, Connie – <i>Youth Co-Op, Inc.</i> |
| Felipe, Daniel – <i>Cuban National Council, Inc. (CNC)</i> | Rodriguez, Maria – <i>Youth Co-Op, Inc.</i> |
| Flores, Oscar – <i>Compu-MED Vocational Career Center</i> | Somellien, Ana – <i>Adults Mankind Organization, Inc.</i> |
| Galao, Rosaida – <i>Cuban American National Council, Inc.</i> | |
| Lampon, Brenda – <i>Florida Department of Vocational Rehabilitation, Inc.</i> | |

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

1. Call to Order and Introductions

SFWIB Chairman Bridges called the meeting to order, asked all those present introduce themselves and noted that a quorum of members had not been achieved. Therefore, he requested the Executive Committee meeting be called to order.

Executive Director Mr. Beasley read the following item that would be heard at today's meeting into record:

He called the Executive Committee to order and requested the EC members introduce themselves:

- ✓ Chairman Bridges
- ✓ Vice-Chairman Andy Perez
- ✓ Maria Garza
- ✓ Gilda Ferradaz
- ✓ Juan Carlos del Valle

A quorum of EC members had been achieved. Executive Director Rick Beasley noted the following items for approval by the Executive Committee and would be brought back to the full Board for ratification:

5G

6B

6C

6D

6E

6F

7B

7D

7F

8D

8E

[Ms. Maria Garza stepped out]

5G: Recommendation as to Approval to Allocate fund for the Stanly G. Tate Florida Prepaid College Foundation, Inc.

Worker Training Initiative

Mr. Beasley introduced and presented the item.

Ms. Gilda Ferradaz moved the approval to allocate funds to Monroe County for an Employed Worker Training Initiative. Motion seconded by Mr. Juan Carlos del Valle;

Motion Passed Unanimously

[Ms. Maria Garza returned]

6B: Recommendation as to Approval of the 2018-2019 Budget

Mr. Beasley presented the item and reviewed with the Board the report.

Mr. Roth asked whether if Temporary Assistance for Needy Families (TANF) funding is restricted “use it or lose it”. Mr. Beasley responded, “Yes”. Mr. Roth then inquired whether if it TANF funding is prioritize in order to ensure funds are fully exhausted. Mr. Beasley explained that TANF funds are always fully exhausted.

With regards to the Executive Director’s Report, Mr. Chi inquired about the Federal House Spending Bill and Mr. Beasley provided details. He asked, “What are we doing as an agency to tap into the educational side of the component.” Mr. Beasley further explained. He provided details regarding the various partnerships CSSF with various entities. He explained that the goal is to provide resources to educational institutions.

Mr. Chi recommended exhausting all possible resources available from business partnerships (he encouraged Mr. Beasley reach out to board members that are business owners).

There was continued discussion.

Mr. Juan Carlos del Valle moved the approval of the 2018-19 Budget. Motion seconded by Ms. Gilda Ferradaz; **Motion Passed Unanimously**

6C: Recommendation as to Approval to Accept Additional State of Florida Department of Economic Opportunity Workforce Funding

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

Ms. Gilda Ferradaz moved the approval to Accept Additional State of Florida Department of Economic Opportunity Workforce Funding. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6G: Recommendation as to Approval to Allocate Funds for the Miami-Dade Pre-Apprenticeship Internship Program

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

Mr. del Valle moved the approval to Allocate Funds for the Miami-Dade Pre-Apprenticeship Internship Program. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6E: Recommendation as to Approval of SFWIB to provide direct Employment and Training Services

Ms. Gilda Ferradaz moved the approval to provide direct employment and training services. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6F: Recommendation as to Approval to Accept Additional National Emergency Grant Funds (Carryover from April 19, 2018 Board Meeting)

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

Ms. Garza inquired about the funding allocation for which hurricane.

Ms. Gilda Ferradaz moved the approval to allocate funds to Monroe County for an Employed Worker Training Initiative. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6G: Recommendation as to Approval to Allocate Funds for the Miami-Dade Pre-Apprenticeship Internship Program

Ms. Gilda Ferradaz moved the approval to allocate funds for the Miami-Dade Pre-Apprenticeship Internship Program. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6H: Recommendation as to Approval to Allocate Funds for the TechHire Internship Program

Ms. Gilda Ferradaz moved the approval to allocate funds for the TechHire Internship Program. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6I: Recommendation as to Approval to Allocate Funds for the CareerSource South Florida TechHire Summer Bootcamp Stipend

Ms. Gilda Ferradaz moved the approval to allocate funds for the CareerSource South Florida TechHire Summer Bootcamp Stipend. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

7B: Recommendation as to Approval of a New Training Provider Program, and New Program for an existing Training Provider
Mr. Beasley presented the item.

Ms. Gilda Ferradaz moved the approval of a new training provider program and new program for an existing training provider. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

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

Mr. Beasley presented the item.

Ms. Gilda Ferradaz moved the approval to allocate funds to Miami-Dade College for culinary and hospitality certification training. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

7F: Recommendation as to Approval of Revisions to the Individual Training Account Policy (Carryover from April 19, 2018 Board Meeting)

Mr. Beasley presented the item.

Ms. Gilda Ferradaz moved the approval. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

8D: Recommendation as to Approval to Renew Existing Workforce Services Contract for Program Year 2018-19

Ms. Gilda Ferradaz moved the approval to renew existing workforce services contract for program year 2018-19. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

8E: Recommendation as to Approval to Renew Existing Youth Services Contract for Program Year 2018-19

Mr. Beasley presented the item.

Ms. Gilda Ferradaz moved the approval to renew existing youth services contract for program year 2018-19. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

Mr. Beasley responded to the various questions.

Deferred Items:

2. **Approval of Meeting Minutes – February 15, 2018 and April 19, 2018**
3. **Chairman’s Report**
4. **Executive Director’s Report**
- 4.a. **Executive Director’s Update**
5. **Executive Committee**
- 5.a. **Ratification of the Approval to Allocate funds for the City of Miami Gardens Summer Youth Employment Program**
- 5.b. **Ratification of the Approval to Allocate funds to the City of Homestead Summer Youth Employment Program**
- 5.c. **Ratification as to Approval to Allocate funds to extend the National Emergency Grant Program**
- 5.d. **Ratification as to Approval to Allocate funds for the National Flight Academy**
- 5.e. **Ratification as to Approval to De-obligate the National Emergency Grant Funds**
- 5.f. **Ratification of the Approval to Allocate funds to Monroe County for an Employed Worker Training Initiative**
- 5.h. **Recommendation as to Approval of the 2016-2017 SFWIB Strategic Plan**
6. **Finance and Efficiency Council**
- 6.a. **Information – Financial Report April 2018**
- 6.d. **Recommendation as to Approval to Allocate Funds for the Pre-Apprenticeship Internship Program**
Apprenticeship Internship Program
7. **Global Talent and Competitiveness Council**
- 7.a. **Information – Subsequent Eligibility of Training Providers for Region 23**
- 7c. **Recommendation as to Approval to Release a Request for Proposal for the Selection of Refugee Service Providers**
- 7e. **Recommendation as to Approval of Related Party Training Vendor Agreements**
- 8a. **Information – Refugee Performance Overview**
- 8b. **Information – Monthly Placement Report Update**
- 8c. **Information – Consumer Report Card**

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



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

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: 8/16/2018

AGENDA ITEM NUMBER: 4B

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

August 16, 2018

Executive Director's Report

1. FEDERAL – Career and Technical Education Reauthorization

On Tuesday, July 31, President Donald Trump signed the Strengthening Career and Technical Education for the 21st Century Act (HR 2353) into law, reauthorizing the Carl D. Perkins Career and Technical Education Act. Reauthorizing Perkins, which was last reauthorized in 2006 and stalled for years. Passage of the law gained momentum in the past weeks as pressure grew from the Administration, particularly from Ivanka Trump, which has focused on career and technical training as a priority. The law provides \$1 billion in support to states for secondary and post-secondary training to help students gain the skills necessary to succeed and will benefit more than 11 million students.

According to the Congressional Budget Office (CBO), the law will cost about \$4.7 billion over four years, an estimate which is in-line with expectations for the bill. It authorizes increasing amounts of spending each year, from about \$1.2 billion in 2019 to \$1.3 billion in 2024, for grants to states and vocational programs, per the CBO estimate. The law will also provide states more flexibility in how they use those grants, adjusts formulas for state allotments and accountability standards for career and technical education (CTE) programs. It would give the Secretary of Education an additional \$1 million a year to award in grants to create and support CTE programs and also adds \$1 million a year for tribally controlled CTE programs.

2. FEDERAL – Gainful Employment Rule

On Monday, August 13, 2018, the U.S. Department of Education announced a Notice of Proposed Rulemaking (NPRM) that proposes to rescind the Obama-era Gainful Employment regulations that cut off federal funding to low-performing programs at for-profit schools and other career colleges. The goal of the rule was to make sure that students who graduate from for-profit schools or other career-oriented programs make enough money to repay their student loans.

Education Secretary Betsy DeVos' current proposal to rescind the regulation goes further than previous draft plans. Instead, the Trump administration plans to update the Education Department's College Scorecard website with expanded data about the outcomes of students who attend all colleges and universities receiving federal aid. The department intends to calculate and publish the earnings and debt levels of graduates broken down by individual academic programs. The Scorecard website is not required by any law or regulation, and so the Administration's promise to expand the data published on it isn't binding on the department. Democrats are worried DeVos' plan will open up billions of taxpayer dollars to low-performing colleges. Democratic attorneys general from 17 states and the District of Columbia are suing DeVos over her previous delays in enforcing the "gainful employment" rule. The Education Department said it would accept public comments on the proposed elimination of the regulation for 30 days. The department must publish a final regulation by November 1 for it to take effect in July 2019.

3. FEDERAL – STEM Priority

On July 31, 2018, the White House released a memo that asked agencies to prioritize STEM education and workforce development as they develop their Fiscal Year 2020 (FY2020) budget submissions and look to leverage federal research and development funds. In part, the memo reads: "Agencies should prioritize initiatives that reskill Americans for the jobs of today and the future" and tells agencies that "experiential learning, such as apprenticeships, internships, job shadows, and other employer-educator partnerships will help ensure the alignment of curriculum with workplace demands." The memo was signed by OMB Director Mick Mulvaney and Michael Kratsios, deputy assistant in the Office of Science and Technology Policy.

4. FEDERAL – Farm Bill

On August 3, 2018, the Department of Agriculture’s Food and Nutrition Service forwarded its proposed rule on changes to regulations for able-bodied adults without dependents to receive Supplemental Nutrition Assistance Program (SNAP) benefits, to the White House Office of Management and Budget (OMB) for analysis. According to the OMB website, the rule is currently ‘under review.’ Under current rules, able-bodied adults without dependents can get benefits only for restricted periods, but states have the ability to waive the rules. The House version of the farm bill would impose work requirements on all able-bodied adults who apply for SNAP benefits. The Senate version does not include work requirements but has other provisions that would tighten up on management of SNAP. House Agriculture Committee Chairman Michael Conaway (TX) has continued to advocate for the work requirements. Senate Agriculture Committee Chairman Pat Roberts (KS) and ranking member Debbie Stabenow (MI) have said that the Senate will not vote for a farm bill conference report that includes the House work requirements.



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 5A

AGENDA ITEM SUBJECT: OFFICE OF THE INSPECTOR GENERAL (OIG) FINAL AUDIT REPORT UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On January 20, 2017, The Office of the Inspector General (OIG) began an audit of job placements reported by CareerSource South Florida (CSSF). The audit was requested by Miami-Dade County Commissioner Xaiver L. Suarez to validate the actual number of placements achieved within Region 23. During the time of the audit CSSF did not operate and/or provide services with the 15 Career Centers in the region. CSSF contracts with service providers (Providers) to operate its career centers (Centers). In return, Providers receive remuneration for job placements and other services they provide.

The Audit Report indicated that Federal Law/Regulations allow Local Workforce Development Boards to report multiple job placements on an individual within a program year. Those procedures reference Federal Regulation 20 CFR 651.10 as the official guidance on what is required to record a job placement. However, since program year 2014 CSSF limited the reporting of an individual jobseeker to one placement per program year. The limitation policy was a part several policies CSSF implemented to enhance employment services to jobseekers and strengthen the accountability of information reported.

The OIG audit focused on two CSSF contracted service providers, Arbor E&T, LLC (Arbor) and Youth Co-Op, Inc., (Youth Co-Op) that collectively operated 12 of the 15 Centers. The resulting audit report contains two findings: one relating to Arbor's reporting activities, and the second relating to Youth Co-Ops reported job placements. The findings stem directly from the OIG testing of job placement files and the supporting documentation. In both findings, the OIG questioned certain payments made for job placements that have either already resulted in disallowed costs that have been repaid; or should, as recommended, result in disallowed costs.

Prior to summarizing each audit finding, the report provides an overview of the job placement figures for Local Workforce Development Area (LWDA) 23, and a short explanation of what the figures represent. CSSF reported the following job placements:

- Program Year 2015-16 - 62,284
- Program Year 2016-17 - 60,283

A job placement, however, does not necessarily mean that one person found full-time employment. More often, the OIG found that the types of work involved seasonal and temporary employment, such as migrant farm work and limited duration event staffing. The employment services offered at the Centers are available to anyone regardless of age and current employment status. As such, individuals finding their first job (even if that first job was working for one week during Art Basel) would be counted in the overall placement figures.

In addition, the audit report indicated the annual job placement number contains individuals who were placed two or more times during the reporting year. For program year 2015-2016, 4,699 out of 62,284 placements reported for the year (7 percent) involved individuals with two or more placements. None of this, however, is prohibited under the federal program, albeit it may affect the remuneration amount that the Provider receives for its provision of career services. What it does reveal is that the number of job placements reported by CSSF is not a clear depiction of the number of individuals placed in sustaining employment.

Miami-Dade County OIG Findings:

- Finding One: The first audit finding addresses Arbor's reporting of job placements. Arbor had contracts to operate four Centers. Each Center had its own contract and contract performance measures, OIG Auditors found that Arbor engaged in a practice of reassigning job placements from one Center (the Hialeah Downtown Center) to its three other Centers, in order to help them meet their contract measures. As a direct result of the observations made by OIG Auditors, CSSF management performed an analysis of the placements and disallowed many of the placements claimed and sought \$151,625 in reimbursement from the Provider. Arbor has since repaid that amount. In its very short response to the OIG, Arbor did not challenge the audit report, and affirmed its commitment to being responsive to any policy changes and oversight standards going forward.
- Finding Two: The second finding addresses observations noted during a review of the job placements reported by Youth Co-Op. Audit testing of the job placement files for what are referred to as "unverified job placements," specifically at its Northside Center, which caused the OIG to question the Provider's supporting documentation. The lack of documentation caused the audit scope to be expanded to include additional testing at three employers' place of business. This additional review led OIG Auditors to question the veracity of several of the placements (32 of 83 tested), amounting to questioned costs of \$12,500.

Miami-Dade County OIG Recommendations:

- Recommendation 1: CSSF should perform the same Direct Job Placement analysis for PY15-16 and PY17-18 (year-to-date). The analysis should be performed on both Arbor and Youth Co-Op, as each Provider operates/operated more than one Center. Moving forward, any provider who operates more than one Center should also be subjected to this review as well. Reimbursement should be sought for disallowed job placements identified in the analysis.
- Recommendation 2: CSSF should explore developing some way to electronically flag discrepancies between the originating Career Center inputting job referral information into the EFM and the Center receiving payment. If it is determined that the system cannot be programmed to detect this discrepancy, then CSSF should consider extracting this information on a monthly or quarterly basis, and manually performing this analysis for those Providers operating more than one Center.

- Recommendation 3: CSSF should seek repayment of \$12,500 from Youth Co-Op for the invalidated Northside job placements.
- Recommendation 4: On a quarterly basis, CSSF should run the Placement Verification Report and select no less than two Centers to conduct further testing of its “unverified job placements.” Similar to the audits conducted of job placement by Program Type, these quarterly audits would involve 100% of the unverified placements per the exception report, but by Center regardless of Program Type. While CSSF may want to develop selection criteria to aid it in selecting the two Centers quarterly, the identification of the Centers should not be pre-announced. A continuous, regular, and random audit schedule will timely identify invalidated placements for which immediate repayment may be sought.

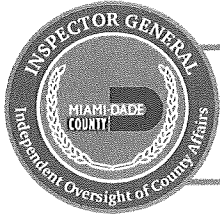
As indicated the audit response to the OIG, when any programmatic issues were brought to the attention of CSSF staff, the issue(s) were immediately addressed by evaluating practical solutions, and implementing the appropriate measure to resolve the issue. Prior to the release of the draft audit report, CSSF had implemented policy and programmatic solutions that would address three of the four OIG audit recommendations.

Please find attached the finalized Miami-Dade County OIG Audit Report and CSSF's response to the report.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

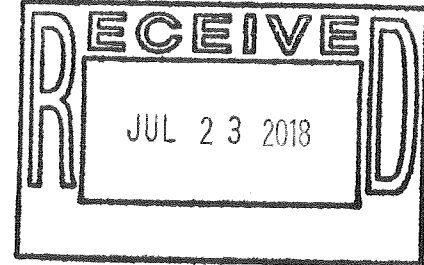


Miami-Dade County
OFFICE OF THE INSPECTOR GENERAL
Mary T. Cagle, Inspector General
Accredited by the State of Florida Commission on Law Enforcement



July 19, 2018

Mr. Roderick Beasley, Executive Director
CareerSource South Florida
7300 Corporate Center Drive, Suite 500
Miami, FL 33126




Re: OIG Final Audit Report – South Florida Workforce Investment Board d/b/a CareerSource South Florida (Providers Arbor E&T, LLC and Youth Co-Op, Inc.) Ref. IG16-0030-A

Dear Mr. Beasley:

Enclosed please find a copy of the Office of the Inspector General's (OIG) final audit report regarding the above captioned-matter. We kindly request that you share our final report with your Board. Please do not hesitate to contact me if you have any questions.

Sincerely,


Mary T. Cagle

Enclosure



Memorandum



Miami-Dade County Office of the Inspector General
A State of Florida Commission on Law Enforcement Accredited Agency
601 NW 1st Court ♦ South Tower, 22nd Floor ♦ Miami, Florida 33136
Phone: (305) 375-1946 ♦ Fax: (305) 579-2656
Visit our website at: www.miamidadelg.org

To: Honorable Mayor Carlos A. Gimenez
Honorable Chairman Esteban L. Bovo
and Members, Board of County Commissioners, Miami-Dade County

From: Mary T. Cagle, Inspector General

Date: July 19, 2018

Subject: OIG Final Audit Report Re: *South Florida Workforce Investment Board d/b/a CareerSource South Florida – Providers Youth Co-Op, Inc. and Arbor E&T, LLC*
Ref. IG16-0030-A

Attached please find the above-captioned final audit report issued by the Office of the Inspector General (OIG). CareerSource South Florida (CSSF) is the operating entity in Miami-Dade and Monroe Counties that implements the various workforce development programs established by the federal government and administered at the state level. The audit focused on the job placements reported by Arbor E&T, LLC (Arbor) and Youth Co-Op, Inc. (Youth Co-Op). Arbor and Youth Co-Op are CSSF-contracted service providers, who collectively operated 12 of the 15 One-Stop Centers during the audited time period. This audit report contains two findings and four recommendations. The responses received from CSSF, Arbor, and Youth Co-Op are included in the Final Report as Attachments 1, 2 and 3.

The OIG requests that CSSF provide the OIG with a status report in 90 days, on or about October 18, 2018, that addresses the status of implementing the OIG's recommendations. The OIG would like to thank the staffs of CSSF, Arbor, and Youth Co-Op for their cooperation and for the courtesies extended to the OIG throughout this audit.

For your reading convenience, an Executive Summary follows.

Attachment

cc: Rick Beasley, Executive Director, CareerSource South Florida
Cathy Jackson, Interim Commission Auditor, and Director, Miami-Dade Audit and Management Services Department

Under Separate Cover

Cissy Proctor, Executive Director, Florida Department of Economic Opportunity
James E. Landsberg, Inspector General, Florida Department of Economic Opportunity
Mark Douglass, President, Arbor E&T, LLC
Maria Rodriguez, President, Youth Co-Op, Inc.

OIG EXECUTIVE SUMMARY

Audit of South Florida Workforce Investment Board d/b/a CareerSource South Florida Providers Youth Co-Op, Inc. and Arbor E&T, LLC

The Office of the Inspector General (OIG) conducted an audit of the job placements reported by CareerSource South Florida (CSSF). CSSF is the operating entity in Miami-Dade and Monroe Counties that implements the various workforce development programs established by the federal government and administered at the state level. Primarily, these workforce development programs consist of job training and employment services. CSSF contracts with service providers (Providers) to operate its 15 "One-Stop" career centers (Centers). In return, Providers receive remuneration for job placements, as well as for other services that they provide.

The OIG audit focused on two CSSF contracted service providers, Arbor E&T, LLC (Arbor) and Youth Co-Op, Inc. (Youth Co-Op) that collectively operated 12 of the 15 CSSF One-Stop Centers. The resulting audit report contains two findings—one relating to Arbor's reporting activities, and the second relating to Youth Co-Ops reported job placements. The findings stem directly from our testing of job placement files and their supporting documentation. In both findings, the OIG questioned certain payments made for job placements that have either already resulted in disallowed costs that have been repaid, or should, as recommended herein, result in disallowed costs.

Prior to summarizing each audit finding, this report provides an overview of the job placement figures for Region 23, and a short explanation of what these figures represent. For Program Year (PY) 2015-16, CSSF reported 62,284 job placements; for PY16-17, CSSF reported 60,283 job placements. A job placement, however, does not necessarily mean that one person found full-time employment. While it could mean that, more often we found that the types of work involved seasonal and temporary employment, such as migrant farm work and limited duration event staffing. The employment services offered at the One-Stop Centers are available to anyone regardless of age and current employment status. As such, individuals finding their first job (even if that first job was working for one week during Art Basel) would be counted in the overall placement figures.

Moreover, as learned through this audit, the annual job placement number contains individuals who were placed two or more times during the reporting year. For PY15-16, 4,699 out of 62,284 placements reported for the year (7 percent) involved individuals with two or more placements. (See Table 2 on page 10 of the Final Report for additional details.) None of this, however, is prohibited under the federal program, albeit it may affect the remuneration amount that the Provider receives for its provision of career services. What it does reveal is that the number of job placements reported by CSSF is not a clear depiction of the number of individuals placed in sustaining employment.

The first audit finding addresses Arbor's reporting of job placements. Arbor had contracts to operate four Centers. Each Center had its own contract and contract performance measures. OIG Auditors found that Arbor engaged in a practice of reassigning job placements from one Center (the Hialeah Downtown Center) to its three other Centers, in order to help them meet their contract measures. As a direct result of the observations made by OIG Auditors, CSSF management performed an analysis of the placements and disallowed many of the placements

claimed and sought \$151,625 in reimbursement from the Provider. Arbor has since repaid that amount. Moreover, in its very short response to the OIG, Arbor did not challenge the audit report, and affirmed its commitment to being responsive to any policy changes and oversight standards going forward.

The second finding addresses observations noted during a review of the job placements reported by Youth Co-Op. Audit testing of the job placement files for what are referred to as “unverified job placements,” specifically at its Northside Center, caused us to question the Provider’s supporting documentation. This lack of documentation caused the audit scope to be expanded to include additional testing at three employers’ place of business. This additional review led OIG Auditors to question the veracity of several of the placements (32 of 83 tested), amounting to questioned costs of \$12,500. The OIG recommends that CSSF seek repayment of this amount, as well as implement quarterly checks and random inspections—as further described in the finding and recommendation—to validate what it referred to as “unverified job placements.”

Youth Co-Op, in its response to the OIG’s draft report, disagreed with our finding that the job placements reported by the Northside Center were unverified and should therefore be subject to a disallowance repayment of \$12,500. Youth Co-Op proffered a series of explanations regarding the unverified job placements identified by the OIG, none of which resolves the finding—which is that the job placements reported by the Northside Center could not be validated by center personnel or the employer(s) of record. Absent this confirmation, Youth Co-Op is not entitled to the payments received. The OIG notes that CSSF fully agreed with the OIG’s recommendation and has indicated that a letter will be sent to Youth Co-Op requesting repayment of \$12,950 for the unverified placements noted in the audit observations. The increased disallowance was assessed by CSSF subsequent to reviewing the OIG’s documentation.

CSSF also responded to the OIG’s draft audit report. Besides the one specific recommendation involving the recoument of funds from Youth Co-Op, the OIG provided three recommendations—each of which is designed to enhance job placement reporting standards. CSSF responded positively to each recommendation indicating either that it will prospectively implement our suggestions and/or that it has already taken steps in the direction of our recommendations since the audit commenced.

The responses received from CSSF, Arbor, and Youth Co-Op are included in the Final Report as Attachments 1, 2 and 3. In the conclusion of the report, the OIG requests that CSSF provide the OIG with a follow-up response in 90 days that addresses the status of implementing our recommendations and the other initiatives described by CSSF.

The OIG would like to thank the staffs of CSSF, Arbor, and Youth Co-Op for their cooperation and for the courtesies extended to the OIG throughout this audit.

MIAMI-DADE COUNTY
OFFICE OF THE INSPECTOR GENERAL



FINAL AUDIT REPORT

IG16-0030-A

*South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Youth Co-Op, Inc. and Arbor E&T, LLC*

July 19, 2018

MIAMI-DADE COUNTY OFFICE OF THE INSPECTOR GENERAL
OIG FINAL AUDIT REPORT
South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Arbor E&T, LLC and Youth Co-Op, Inc.

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MIAMI-DADE COUNTY OFFICE OF THE INSPECTOR GENERAL
OIG FINAL AUDIT REPORT
South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Arbor E&T, LLC and Youth Co-Op, Inc.

I. INTRODUCTION

CareerSource South Florida (CSSF) is the operating entity in Miami-Dade and Monroe Counties that implements the various workforce development programs established by the federal government and administered at the state level. Primarily, these workforce development programs consist of job training and employment services. CSSF contracts with service providers (Providers) to operate its 15 "One-Stop" career centers (Centers). In return, Providers receive remuneration for job placements, as well as for other services that they provide. The number of job placements attributed to each Center/Provider are published annually.

CSSF is governed by a local workforce development board (LWDB), which is a requirement of the federal and state laws. There are 24 LWDBs in Florida, corresponding to 24 workforce regions. Miami-Dade and Monroe Counties comprise Region 23, and its local board is named the South Florida Workforce Investment Board (SFWIB), which was established through an Interlocal Agreement between the two counties. The Interlocal Agreement also establishes that there will be an Executive Director, who reports to and carries out the policies of the SFWIB. The Executive Director and his/her staff, albeit working for the SFWIB/CSSF, are, for administrative purposes, Miami-Dade County employees.

The Office of the Inspector General (OIG) conducted an audit of the job placements reported by CSSF. The audit focused on two CSSF contracted service providers, Arbor E&T, LLC (Arbor) and Youth Co-Op, Inc. (Youth Co-Op) that collectively operated 12 of the 15 CSSF One-Stop Centers. The OIG initiated this audit pursuant to a request from the Miami-Dade County District 7 Commissioner who questioned the accuracy of the job placement figures reported by CSSF. As reported, the number of job placements appeared very high in relation to the seemingly unaffected unemployment rates in the region.

II. RESULT SUMMARY

This audit report contains two findings and four recommendations. The findings stem directly from our testing of job placement files and their supporting documentation. Finding 1 involves the testing of the Provider's documentation; Finding 2 involves the testing of the eventual employer's documentation. In both cases, OIG Auditors found discrepancies with the job placements as reported by these Providers that has either resulted in disallowed costs or should, as recommended herein, result in disallowed costs, which should then be recovered by CSSF.

Prior to summarizing each audit finding, it is essential to provide an overview of the job placement figures for Region 23, and a short explanation of what these figures represent. For Program Year (PY) 2015-16, CSSF reported 62,284 job placements; for

MIAMI-DADE COUNTY OFFICE OF THE INSPECTOR GENERAL
OIG FINAL AUDIT REPORT
South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Arbor E&T, LLC and Youth Co-Op, Inc.

PY16-17, CSSF reported 60,283 job placements. A job placement, however, does not necessarily mean that one person found full-time employment. While it could mean that, more often we found that the types of work involved seasonal and temporary employment, such as migrant farm work and limited duration event staffing. The employment services offered at the One-Stop Centers are available to anyone regardless of age and current employment status. As such, individuals finding their first job (even if that first job was working for one week during Art Basel) would be counted in the overall placement figures.

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The first audit finding addresses Arbor's reporting of job placements. Arbor had contracts to operate four Centers. Each Center had its own contract and contract performance measures. OIG Auditors found that Arbor engaged in a practice of reassigning job placements from one Center (the Hialeah Downtown Center) to its three other Centers, in order to help them meet their contract measures. As a direct result of the observations made by OIG Auditors, CSSF management performed an analysis of the placements and disallowed many of the placements claimed and sought \$151,625 in reimbursement from the Provider.

The second finding addresses observations noted during a review of the job placements reported by Youth Co-Op. Audit testing of the job placement files for what are referred to as "unverified job placements," specifically at its Northside Center, caused us to question the Provider's supporting documentation. This lack of documentation caused the audit scope to be expanded to include additional testing at three employers' place of business. This additional review led OIG Auditors to question the veracity of several of the placements (32 of 83 tested), amounting to questioned costs of \$12,500. The OIG recommends that CSSF seek repayment of this amount, as well as implement quarterly checks and random inspections—as further described in the finding and recommendation—to validate what it referred to as "unverified job placements."

MIAMI-DADE COUNTY OFFICE OF THE INSPECTOR GENERAL
OIG FINAL AUDIT REPORT
South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Arbor E&T, LLC and Youth Co-Op, Inc.

III. AUDITEE RESPONSES AND OIG REJOINDER

This report, as a draft, was provided to the Executive Director of CSSF and to the Presidents of Arbor and Youth Co-Op for its review and comment. Their responses are included in this report as Attachment 1, 2, and 3, respectively. CSSF responded positively to each recommendation indicating either that it will prospectively implement our suggestions and/or that it has already taken steps in the direction of our recommendations since the audit commenced. Arbor responded positively to our findings and recommendations. Arbor further affirmed its commitment to being responsive to the policy changes and oversight standards established by CSSF made during course of this audit.

Youth Co-Op disagreed with our finding that the job placements reported by the Northside Center were unverified and should therefore be subject to a disallowance repayment of \$12,500. Youth Co-Op proffered a series of explanations regarding the unverified job placements identified by the OIG, none of which resolves the finding—which is that the job placements reported by the Northside Center could not be validated by center personnel or the employer(s) of record. Absent this confirmation, Youth Co-Op is not entitled to the payments received. The OIG notes that CSSF fully agreed with the OIG’s recommendation and has indicated that a letter will be sent to Youth Co-Op requesting repayment of \$12,950 for the unverified placements noted in the audit observations. The increased disallowance was assessed by CSSF subsequent to reviewing the OIG’s documentation.

Further summation of the auditees’ responses, and the OIG rejoinders to them, are located in the body of the report at the end of the each related audit finding and recommendation.

IV. TERMS USED IN THIS REPORT

| | |
|----------------|---|
| Arbor | Arbor E&T, LLC |
| CFR | Code of Federal Regulations |
| CSSF | CareerSource South Florida |
| County | Miami-Dade County |
| DEO | Florida Department of Economic Opportunity |
| Direct or DJP | Direct Job Placement |
| EFM | Employ Florida Marketplace |
| EVF | Employment Verification Form |
| LWDB | Local Workforce Development Board |
| Obtained or OE | Obtained Employment |
| OIG | Miami-Dade County Office of the Inspector General |
| PY | Program Year (July 1 through June 30) |
| SFWIB | South Florida Workforce Investment Board |

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| | |
|-------------|---|
| WIA | Workforce Investment Act (1998 federal legislation) |
| WIOA | Workforce Innovation and Opportunity Act (2014 federal legislation) |
| Youth Co-Op | Youth Co-Op, Inc. |

V. OIG JURISDICTIONAL AUTHORITY

In accordance with Section 2-1076 of the Code of Miami-Dade County, the Inspector General has the authority to make investigations of County affairs; audit, inspect and review past, present and proposed County programs, accounts, records, contracts and transactions; conduct reviews, audits, inspections, and investigations of County departments, offices, agencies, and Boards; and require reports from County officials and employees, including the Mayor, regarding any matter within the jurisdiction of the Inspector General.

VI. BACKGROUND

A. Federal, State and Local Workforce Development Legislation

The South Florida Workforce Investment Board (SFWIB) was created in 2006 as a means to implement program requirements of the federal Workforce Investment Act (WIA) of 1998 and the State of Florida's Workforce Innovation Act of 2000. The federal WIA comprehensively reformed existing federal job training programs—dating back as early as 1933¹—and required that each state create a workforce investment board to oversee job training programs within the state system and to manage federal funding. In the State of Florida, there are 24 workforce regions and each region is required to have its own local workforce development board (LWDB). The State charters the LWDBs, and the LWDBs must meet federal and state governance requirements.

The SFWIB is the local board for Florida Region 23, which covers Miami-Dade and Monroe Counties. The SFWIB was created in 2006 pursuant to an Interlocal Agreement between the two counties.² The number of members and the composition of the Board is determined by the Chief Elected Official of Miami-Dade County in

¹ See the Wagner Peyser Act of 1933, a New Deal era program, which created public employment offices nationwide. Subsequent programs include the Manpower Development Training Act of 1962, the Rehabilitation Act of 1973, the Comprehensive Employment and Training Act of 1973, and the Job Training and Partnership Act of 1982.

² See Miami-Dade County Resolution No. R-315-06. The Interlocal Agreement has been amended and extended twice, most recently in July 2016, which officially changed the business/operating name from South Florida Workforce to "CareerSource South Florida."

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accordance with the criteria set forth in federal and State law.³ Currently, there are 31 individuals from both the private and public sectors that comprise the SFWIB.

The SFWIB is a separate public body, albeit a governmental agency and governmental instrumentality of both Miami-Dade and Monroe Counties. Pursuant to the aforementioned Interlocal Agreement, the Executive Director and staff of the SFWIB are, for administrative purposes, Miami-Dade County employees, although they report to the SFWIB and implement its policies, decisions, activities and directives. CareerSource South Florida, Inc. is the SFWIB's operating entity.

B. CareerSource South Florida and its Career Centers aka One-Stop Centers

Notably, the WIA of 1998, as amended by the federal Workforce Innovation and Opportunity Act (WIOA) of 2014, created the "One-Stop" delivery system, where jobseekers can get both job training and career services (e.g., resume writing and interviewing assistance; access to computers, fax machines and photocopiers; searching and applying for job openings, etc.) at the same place. The federal framework for a workforce development system involves providing any unemployed or underemployed individual with job search, education and training activities to improve their employment prospects. Moreover, the "WIOA provides universal access to its career services to any individual regardless of age or employment status, but it also provides priority of service for career and training services to low-income and skills-deficient individuals."⁴ For the purposes of this audit, the OIG focused on the career services provided at the One-Stop Center and the associated funding provided for job placements (see OIG Appendix A for a more detailed description of the funds paid to service providers for the two different types of job placements). The OIG did not audit job training programs.

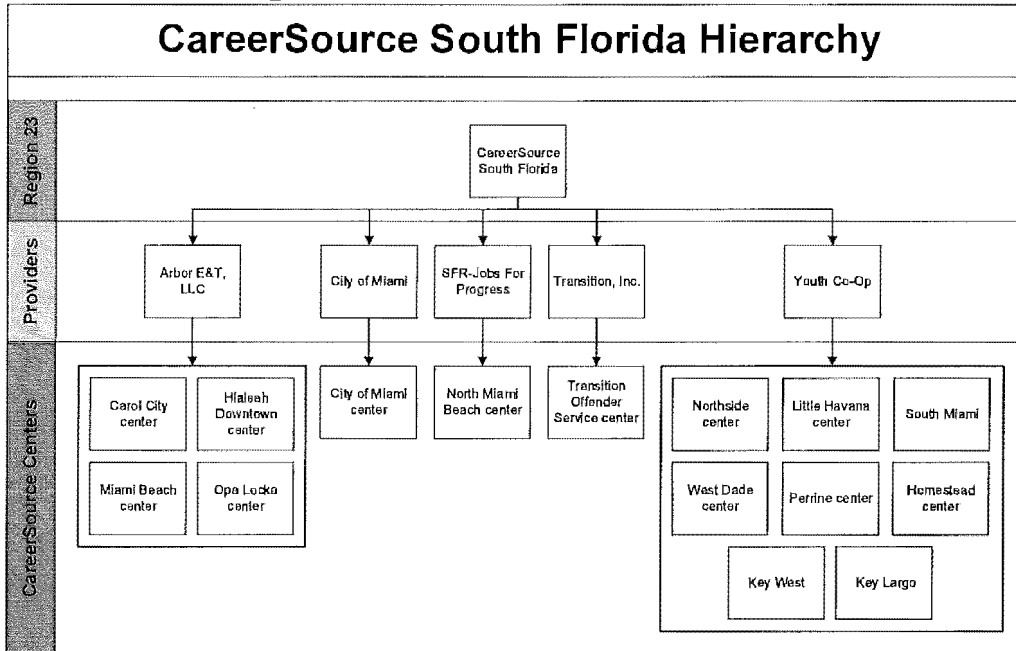
Employers and jobseekers are connected through a network of career centers, i.e., the "One-Stop" Centers. CSSF operates 15 Centers in Miami-Dade and Monroe Counties. The Centers are operated by contracted service providers (Providers) through annual contracts. Providers are selected and awarded contracts via a competitive bid process. Each Center is to be operated independently from one another, even though the same Provider may be awarded multiple centers to operate. The 15 Centers were collectively operated by five Providers (at the time of our audit) as depicted in Figure 1, on the next page.

³ The designation of the Miami-Dade County Mayor as having certain powers and authorities over the composition and appointment of members to the Board is laid out in Section 1(k) of the aforementioned Interlocal Agreement.

⁴ (Emphasis in original) See Congressional Research Service document entitled "The Workforce Innovation and Opportunity Act and the One-Stop Delivery System," October 27, 2015 at <https://www.everycrsreport.com/reports/R44252.html>.

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Figure 1: CSSF Providers and Centers



This audit focused on the job placements reported by Providers Arbor E&T, LLC (Arbor) and Youth Co-Op. We selected job placements reported by all 4 of the centers operated by Arbor, and 5 of the 8 centers operated by Youth Co-Op. See Section VII., Objectives, Scope and Methodology for further detail.

C. Providers: Arbor E&T, LLC and Youth Co-Op, Inc.

Arbor is a foreign limited liability company, headquartered in Louisville, Kentucky, registered with the State of Florida Division of Corporations since 2004. The E&T in its name stands for Education and Training. Arbor is a wholly-owned subsidiary of ResCare, Inc., which touts itself as the largest diversified health and human services provider in the U.S.⁵ According to its website, “ResCare is the largest private provider of services to people with disabilities, the largest privately-owned home care company, the largest provider of specialized high-acuity neuro-rehab in community settings and the largest career center workforce contractor in the U.S.”

Youth Co-Op is a local South Florida not-for-profit organization incorporated in Florida since 1973. Its “mission is to improve the social and economic conditions of South Florida residents.” The organization achieves this mission through a variety of programs, which include youth programs and refugee programs, the operation of

⁵ From ResCare’s website at <https://www.rescare.com/about/>.

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Charter schools, as well as providing workforce development programs through its operation of CSSF's Career Centers.⁶

D. Reporting Mechanisms: Employ Florida Marketplace & the Balanced Scorecard Report

While managed and operated separately, each Provider utilizes the same tools at each of the One-Stop Centers and uses the same reporting mechanism as required by its contract with CSSF. The Employ Florida Marketplace (EFM) is an online database managed by the Florida Department of Economic Opportunity that connects employers with jobseekers. EFM contains job listings posted through the network of One-Stop Centers and/or by prospective employers. Individuals seeking employment placement and/or staff assisted services from a Center must first register via the EFM. The EFM registration can be completed at any of the 15 South Florida CareerSource Centers or directly on-line via the Internet. Jobseekers can create and post resumes directly in the system and apply for jobs through EFM. Employers can also register with EFM to post job openings, as well as search for qualified jobseekers.

EFM registrations completed in person require the jobseeker to swipe his/her Florida driver's license (or ID card) at one of the kiosks located at the Center, which captures their demographic information. Upon completion of registration, the jobseeker has the option of conducting a self-guided job search in the EFM. The One-Stop Centers will provide a jobseeker with assistance from a staff member to guide them through the entire process, if needed. As more fully described in OIG Appendix A, there are two types of job placements resulting from these services for which the Center receives remuneration—services that result in a direct job placement or, alternatively, when the jobseeker obtains employment, albeit not through direct placement services. Once a jobseeker registers with EFM through one of the One-Stop Centers, it is that Center's/Provider's responsibility to track the individual's resulting job placement and report the result(s).

CSSF uses a *Balanced Scorecard Report* to measure the performance of its contracted Providers operating the Centers against the required performance standards set forth in the contract. The *Balanced Scorecard Report* captures all of the resulting job placement (direct and obtained) data entered into the EFM database. All direct job placements and obtained employments are entered into the EFM by the Providers and added to the *Balanced Scorecard Report* on a daily basis. (See Finding 2 for further details of how these placements are entered into the EFM and reconciled against various databases.)

⁶ See <https://www.ycoop.org/en/about-us/> and Notes to Financial Statements, pages 9-10, of Youth Co-Op, Inc.'s Financial Statements and Independent Auditor's Report, June 30, 2017.

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VII. PROGRAM PLACEMENT OVERVIEW

Prior to reporting on our specific audit testing and the results thereof, we believe a general discussion about job placements and their statistical reporting is warranted. In light of the Miami-Dade County District 7 Commissioner’s observation about the high number of reported job placements and its seemingly ineffective impact on the region’s visible unemployment, it is necessary to understand what type of employment comprises a job placement, and what is actually being reported.

First of all, the number of job placements reported by CSSF does not clearly convey the number of individuals placed in sustaining employment. As earlier described, CSSF utilizes the Balanced Scorecard Report to report all job placements stemming from the 15 the contracted Providers. Also as earlier described, the Balanced Scorecard Report records two categories of job placements: Direct Job Placement (DJP) and Obtained Employment (OE). A DJP refers to those jobseekers who secure employment as a result of the Provider’s recruitment effort on behalf of the prospective employer as well as facilitating the hiring process. An OE refers to those jobseekers who secure employment within 180 calendar days of receiving one or more reportable service from the Center (e.g., resume writing, interview/skills training, etc.) from the Provider that does not meet the federal definition of a DJP. (See OIG Appendix A for a more detailed description of each job placement type, the jobseeker’s interaction with the Career Center, and how payment to the Providers are effectuated.)

As shown below in Table 1, CSSF reported the following DJP and OE placements for Program Years 15-16 and 16-17. (See OIG Appendix B for the full details by Career Center and Provider for the two program years captured below.)

Table 1 - Summary Job Placements for Region 23

| Program Year 2015-16 | | |
|----------------------------|--------------------------|------------------|
| Job Placement Type | | |
| Direct Job Placement (DJP) | Obtained Employment (OE) | Total Placements |
| 16,895 | 45,389 | 62,284 |
| Program Year 2016-17 | | |
| Job Placement Type | | |
| Direct Job Placement (DJP) | Obtained Employment (OE) | Total Placements |
| 14,149 | 46,134 | 60,283 |

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The contracted Providers receive payment for their job placement (Direct or Obtained) according to the Federal guidelines and contractual terms of their respective contract. The payment for a DJP placement varies from the “Universal,” base rate of \$400 to a program-specific rate of \$1,700. The payment for an OE placement is \$100 per individual, per placement.

Importantly, as described earlier, the WIOA provides universal access to its career centers; in other words, anyone, regardless of age and current employment status, can get career services at any One-Stop Center. And, as such, if the jobseeker finds employment through accessing the services at the Center, his/her placement is counted and the Provider receives remuneration. This is the case for first time jobseekers and others, who may or may not have been displaced, receiving unemployment benefits or other governmental assistance.

OIG Auditors learned that the people subsequently reported on the *Balanced Scorecard Report* secured a wide range of employment types, such as seasonal work (e.g., migrant farmworkers and summer youth employment); temporary work (event staff for local events such as Art Basel and the Miami Open tennis event); part-time employment (less than 30 hours per week) and full-time employment (minimum 30 hours per week).

The duration of the employment, on the other hand, is a completely different performance metric not captured in the statistical annual reporting of job placements at the South Florida local level. For example, while classified as full-time employment, OIG Auditors found job placements where the employment only lasted for two weeks. Such was the case with one particular employer, Caballero Rivero Funeral Homes (Caballero). OIG Auditors reviewed 23 individual direct job placements made by the Hialeah Downtown Center with Caballero. Caballero required all the newly placed individuals to attend a 2-week training, which paid \$600 or a pro-rata share depending on attendance. Upon successful completion of the training program, the jobseeker could remain on staff at the funeral home. OIG Auditors reviewed the employment history for the 23 individuals and found that only 1 of 23 successfully completed the training program and remained on staff on a full-time basis. This Provider (Hialeah Downtown) received \$11,300 for the 23 job placements, while the individuals earned \$600 for the two-week period.

OIG Auditors had similar observations with 53 event staffing positions, also identified as full-time (albeit temporary) positions. The Northside Center placed these individuals with two event staffing companies. A detailed review of the employment histories for these individuals showed that although the position met the criteria of a full-time position—a minimal of 30 hours per week or its pro-rata equivalent—the actual duration only spanned from one day to two weeks depending on the event (e.g. Art Basel, the Miami Open, stadium sports games, etc.). This Career Center Provider

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(Northside) received approximately \$21,000 for these placements while the individuals earned an approximate rate of \$9 – 10 per hour for the event's duration. Clearly, these placements and this type of work is not sustained employment.

OIG Auditors also learned that although an individual secures full-time employment, they are not prohibited from abandoning that position and seeking reemployment for another full-time position in the same Program Year. As such, it is possible—and permitted by federal guidelines—to place an individual jobseeker in more than one job in the same Program Year. OIG Auditors learned that the figures reported in the *Balanced Scorecard Report* reflect the number of job placements in the Program Year, not necessarily number of individuals placed in jobs within that year. This observation was noted during a detailed review of the *Balanced Scorecard Report* for Program Years 15-16 and 16-17. Table 2, below, shows the number of individuals with more than one placement in the same Program Year.

Table 2 – Individuals with Multiple Placements (Region 23)

| Program Year 15-16 | | |
|--|-------------------------------------|---------------------|
| Number of Individuals With Multiple Placements | Number of Placements Per Individual | Total Placements |
| 15 | 4 | 60 |
| 51 | 3 | 153 |
| 2,243 | 2 | 4,486 |
| <u>2,309</u> | | <u>4,699</u> |
| Program Year 16-17 | | |
| Number of Individuals With Multiple Placements | Number of Placements Per Individual | Total Placements |
| 1 | 6 | 6 |
| 5 | 4 | 20 |
| 64 | 3 | 192 |
| 2,143 | 2 | 4,286 |
| <u>2,213</u> | | <u>4,504</u> |

OIG Auditors confirmed that this practice is permitted by federal guidelines, with the requirement that the additional placements be made with a different employer.⁷

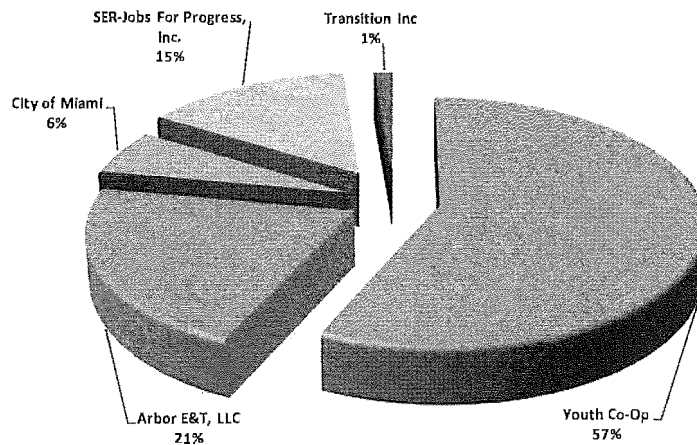
⁷ CSSF Policy states that "A Job Placement shall count only once per EFM Wagner-Peyser (WP) Participation Application ID for the same jobseeker within the same program year" with certain program-specific exceptions. If a jobseeker obtains multiple placements using the same Application ID, the subsequent payments will not be the full amount, but will be the difference between the initial and

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VIII. OBJECTIVES, SCOPE & METHODOLOGY

The objectives of the audit were to determine whether the job placements reported by the two selected Providers (Arbor and Youth Co-Op) were supported by adequate documentation. Additionally, OIG auditors evaluated the criteria and processes utilized to report job placements. The OIG selected Arbor and Youth Co-Op, as these two Providers operated 12 of the 15 One-Stop Centers,⁸ and by far made the overwhelming majority of job placements as depicted in Figure 2 below.

Figure 2: Percentage of Placements by Provider for PY15-16



From these 12 Centers, placements from 9 of them were tested (all 4 of the centers operated by Arbor, and 5 of the 8 centers operated by Youth Co-Op). Collectively, placements from these 9 Centers made up 73% and 77% of all job placements reported by CSSF for Program Years 15-16 and 16-17, respectively. (See Appendix B for further detail.)

Initially, the scope of the audit was confined to PY15-16 job placements. We selected for testing 411 job placements (60 from Arbor and 351 from Youth Co-Op).

subsequent payment(s). For example, jobseeker A was placed in a program-specific position garnering a \$400 payment to the Provider. Subsequently, jobseeker A was placed in a second program-specific position that pays \$1,200; instead of receiving the full amount, the provider would only be paid the difference (\$800) between the initial and subsequent placement (\$1,200-\$400).

⁸ The OIG also purposefully declined to select Providers SER-Jobs for Progress, Inc. and Transition, Inc., as OIG Auditors were made aware of recent verification audits performed by CSSF against these two Providers, both of which resulted in significant disallowances. See footnote 13 herein.

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During our initial testing phase, OIG Auditors immediately observed conditions regarding Provider documentation that warranted our selecting additional files to be tested. As such, the OIG expanded the scope of this audit to include an additional 339 placement files from Arbor for PY16-17, bringing the total number of Provider placement files up to 750.

Separate and apart from the 750 Provider placement files, described above, OIG Auditors selected for testing an additional 129 job placements. For this second batch of 129 placements we tested documentation on file at the employer's place of business. In total, OIG Auditors visited seven employers (see Finding 2). Collectively, OIG Auditors examined and tested 879 unique job placements. Table 3 details the complete audit sample.

Table 3 – Audit Sample Summary

| Provider | Initial Sample | Secondary Sample | Employer Site Visits | Totals |
|-------------------|-----------------------|-------------------------|-----------------------------|---------------|
| Arbor E & T, LLC | 60 | 339 | 46 | 445 |
| Youth Co-Op, Inc. | 351 | 0 | 83 | 434 |
| Totals | 411 | 339 | 129 | 879 |

OIG Auditors visited each of the nine Centers whose placements were tested. OIG Auditors interviewed the Centers' management team and discussed with them their policies and procedures, reporting requirements, demographics of their client base (e.g., farmworkers, youth, displaced workers, etc.), and the compensation structure depending on the type of job placement.

OIG Auditors also spoke with Center staff aka "Job Specialists" who interact with and assist jobseekers. The Job Specialists provided an overview of the types of career services they provide, e.g. resume building, interviewing skills, and navigating the EFM to search for job openings. They also explained the placement process and the corresponding required documentation that must be maintained in each client file, which includes CSSF's contract-required Employment Verification Form (EVF) or a mass recruitment form in lieu of an individual EVF; Employment Eligibility Verification (Form I-9); personal data (SSNs, driver's license, copy of government-issued ID, etc.); and Job Order Form (for direct job placements). Additional documentation in the form of cancelled checks, pay stubs, work visas, and Equifax Work Number printouts may also be found in the job placement files.

OIG Auditors validated job placements by matching the *Balanced Scorecard Report* with the above-listed documentation. Testing of job placement files were performed at the Centers (for Finding 1) and at the employer's place of business (for Finding 2). Additional audit testing procedures are further described in each finding.

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This audit was conducted in accordance with the Generally Accepted Government Auditing Standards and the Principles and Standards for Offices of Inspector General promulgated by the Association of Inspectors General. The AIG Principles and Standards are in conformity with the Government Auditing Standards promulgated by the Comptroller General of the United States (2011).

IX. AUDIT FINDINGS AND RECOMMENDATIONS

Finding 1 Arbor attempted to meet their individual contractual obligations by reassigning job placements among their contracted Centers.

Each of the 15 Centers are operated and managed through an individualized contract between CSSF and the selected contract provider. As mentioned earlier in this report, Arbor operated 4 Centers, and Youth Co-Op operated 8—each under a separate contract, and each having different performance measures. Notably, the number of job placements to be achieved each month differs depending on the Center, its location, and the population it serves. According to the contract, the Provider needs to meet 65% of its established measures monthly. If it doesn't meet its measure, the Provider is given a reasonable period—up to 3 months—to correct its performance deficiencies. Failure to resolve the performance deficiencies within the prescribed time, subjects the Provider's contract to termination, and a consideration that the Provider not be considered for any future contracts for up to 5 years.

The Code of Federal Regulations (CFR) defines a "job placement" as the hiring by a public or private employer of an individual referred by the Provider for a job or interview.⁹ However, because a Provider may operate more than one Center, job placements must be reported through each individual Center. Documentation for each Center's activity should be maintained at each Center. A Provider may not mix or exchange placements from one Center to another.

Providers are required to maintain the following supporting documentation for all job placements entered into the EFM system for payment: (1) an EVF for direct job placements and (2) a *Work Number* printout, *New Hire Report* listing, or pay stubs from the client showing gainful employment.

OIG Auditors tested job placement documentation on file at 8 Centers. We tested job placement documentation from each of Arbor's 4 contracted Centers, and tested job placement documentation from 4 of the 8 Centers operated by Youth Co-Op. Table 4, on the following page, shows the number of job placement files tested from each of the selected Centers.

⁹ 20 CFR 651.10

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Table 4 – OIG Tested Job Placements (Provider Files)

| Arbor E & T, LLC | | | |
|------------------------------|------------------|--------------------------------|--|
| | Career Center | Contract No. | No. of Items Tested at the Provider's Location |
| 1 | Hialeah Downtown | WS-CC-PY'15-01-00 | 195 |
| 2 | Carol City | WS-CC-PY'15-18-00 | 112 |
| 3 | Miami Beach | WS-CC-PY'15-20-00 | 64 |
| 4 | Opa-Locka | WS-CC-PY'15-19-00 | 28 |
| Total for Arbor | | | 399 |
| Youth Co-Op, Inc. | | | |
| | Career Center | Contract No. | No. of Items Tested at the Provider's Location |
| 5 | Homestead | WS-CC-PY'15-12-00 | 55 |
| 6 | Perrine | WS-CC-PY'15-09-00 | 145 |
| 7 | West Dade | WS-CC-PY'15-10-00 | 95 |
| 8 | Little Havana | WS-CC-PY'15-08-00 | 56 |
| 9 | Northside | WS-CC-PY'15-11-00 | 0 ¹ |
| 10 | South Miami | WS-CC-PY'15-14-00 | 0 ² |
| 11 | Key West | WS-CC-PY'15-07-00 ³ | 0 ² |
| 12 | Key Largo | | 0 ² |
| Total for Youth Co-Op | | | 351 |
| Grand Total | | | 750 |

Note 1: Job placements were actually tested at the employer's place of business.

Note 2: No job placements were tested from this Center

Note 3: Both Centers are operated pursuant to one contract.

In order to validate the reported job placements, OIG Auditors examined each Center's *Balanced Scorecard Report* and matched it against supporting documentation such as: *Employment Verification Forms (EVF)*, *Work Number* printouts, *New Hire Reporting* data provided by the Florida Department of Economic Opportunity (DEO), cancelled payroll checks, or pay stubs. As necessary, OIG Auditors accessed the EFM system for additional information.

Audit testing of Arbor's job placement files revealed several instances showing that the job placement actually originated from another Arbor-contracted Center. In other words, the placement was improperly credited towards the receiving Center's goals. As it relates to Arbor's four Centers, Hialeah Downtown (Hialeah) was the primary donor Center providing placements to the other three Centers (Carol City, Miami Beach, and

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Opa-Locka). This form of re-assignment was seemingly done to enable the under-performing Centers to meet their monthly performance goals.

The same review of Youth Co-Op's job placement files did not reveal this condition. The remainder of this finding describes in greater detail the observations and testing results found at each of Arbor's three beneficiary Centers.

Carol City Center

OIG Auditors initially selected 96 job placements from PY15-16 for testing. As it relates to this specific condition,¹⁰ OIG Auditors noted that one EVF was completed by personnel at the Hialeah Center, not Carol City as noted in EFM. This particular EVF showed that the jobseeker was placed with an employer that routinely employs individuals referred by Hialeah personnel. OIG Auditors addressed this observation with the Carol City Center Manager, who stated that this occurred because "computer operations take place at the Hialeah Center." The Manager continued to insist that this placement was made (resulted) by Carol City personnel despite being presented with evidence to the contrary.

In light of this observation, the testing sample was expanded to add 16 job placements from PY16-17; and an additional site visit at Carol City was conducted. Arbor's Program Manager, Regional Director, and the Carol City Center Manager were all present during the second site visit. OIG Auditors selected and reviewed 16 EVFs used to support job placements reported by Carol City personnel for PY16-17. Testing of the additional 16 EVFs revealed that 5 of the 16 files reviewed (31%) were placements resulting from efforts taking place at the Hialeah Center. All 5 EVFs clearly showed the Service Provider/Training Location as "CSSF/Hialeah Center"—not Carol City.

When presented with this information, Carol City's Management Team described this as a typographical error. OIG Auditors then presented the Management Team with documentation showing that Hialeah personnel were actively engaged in the job placement services. For example, one EFM activity report showed that job searches, job referrals and self-service resume activities (on 1/25/17, 1/26/17, and 1/30/17) were all recorded in the EFM by Hialeah personnel. OIG Auditors noted that the only activity attributed to the Carol City Center, for this example, was the actual job placement on 1/30/17, which was recorded just over an hour after the resume service was provided by Hialeah personnel.

¹⁰ OIG Auditors also noted a variety of other documentation exceptions, such as incomplete records and/or lack of supporting documentation rendering the job placements invalid. Finding 1, however, relates to job placement origination.

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OIG Auditors addressed this observation with Arbor's Program Manager who, in the presence of the Regional Director, stated "We're all just one," implying that all of Arbor's placements should be viewed collectively. OIG Auditors then asked the Regional Director for the total number of executed contracts between Arbor and CSSF. The Regional Director stated that Arbor held 4 individual contracts with CSSF. When asked to explain the ramifications of a Provider that does not meet the required job placement goals for a contracted Center, the Regional Director stated that this could possibly result in them (Arbor) losing their awarded contracts.

Miami Beach Center

An initial review of 38 job placements at the Miami Beach Center for PY15-16 revealed that 9 (24%) of the job placements resulted from the efforts of Hialeah Center personnel. In light of this observation, OIG Auditors selected 26 additional placements from PY16-17. This supplemental review revealed an additional 14 job placements (54%) where the services were provided by Hialeah personnel, as evidenced by the "CSSF/Hialeah Center" notation disclosed on the Service Provider/Training Location portion of the EVF.

OIG Auditors spoke with the Miami Beach Center's Manager and shared with him this finding. He responded, "Look at the traffic here! [referring to the low customer traffic] We use those placements to make our numbers".

Opa-Locka Center

The Opa-Locka Center's documentation is housed at the Carol City Center, as the latter manages the Opa-Locka Center's staff. As such, OIG Auditors performed the Opa-Locka documentation review at the Carol City location. A site visit to the Opa-Locka Center was also performed.

OIG Auditors selected 28 job placements from Opa-Locka's PY15-16 for testing. Examination of the supporting documentation revealed that 9 resulted from job placement efforts by Hialeah personnel, and an additional 9 placements were initiated and made by Carol City personnel. As such, 64% of job placements tested were incorrectly attributed to the Opa-Locka Center.

Subsequent Events - CSSF Disallowances

OIG audit testing found that three of Arbor's contracted-Centers clearly misrepresented their job placement numbers as they received placements from another Arbor-managed Center in order to meet their individual contractual obligations. This calls into question the integrity of Arbor's reported job placements entered in the EFM.

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After the site visits in March 2017, OIG Auditors discussed these specific findings with the DEO Program Manager, who had accompanied the OIG Auditors on some of the site visits. These findings were then shared with CSSF management. Shortly thereafter, CSSF's Executive Director advised all CSSF Providers that the practice of moving placements among a provider's contracted Centers is prohibited and that any personnel found to be doing this would have their EFM system access revoked.

Based on the OIG's testing results, CSSF performed additional placement analysis on all of its 15 Centers for PY16-17. The first analysis involved comparing the address of the jobseeker—who was reported as a direct placement—against the geographical area of responsibility for each Center that reported the placement. The analysis looked for jobseekers that did not reside within the Center's area of responsibility. The analysis identified 4 Centers with higher than average direct job placements where the client resided outside of the Center's area of responsibility. These 4 Centers were all contracted to Arbor.

The second analysis entailed reviewing 100% of Arbor's direct job placements for PY16-17. The review revealed 285 direct job placements where the EFM job referral Center/location differed from the Center receiving payment. Further review demonstrated that the jobseekers did not receive job placement services from the Center reporting the placement. This was determined to be a misrepresentation in violation of the contract terms for which repayment of the job placement fee was sought. These 285 misrepresented direct job placements came from the same three Centers identified by the OIG in its audit testing. (See Table 5 below for a breakdown of the disallowed placements.)

Table 5: Results of CSSF's Direct Job Placement Analysis PY16-17

| Center | Disallowed Placements | Amount Paid |
|-------------|-----------------------|-------------------|
| Carol City | 229 | \$ 119,650 |
| Miami Beach | 51 | \$ 28,225 |
| Opa-Locka | 5 | \$ 3,750 |
| | <u>285</u> | <u>\$ 151,625</u> |

CSSF notified Arbor of these results in a letter dated September 25, 2017. Arbor, while initially disagreeing with the disallowance amount, eventually accepted the findings and, via a check dated February 5, 2018, reimbursed CSSF \$151,625 for the disallowed placements.

As of May 2018, Arbor has only one contract—the Hialeah Downtown Center. Arbor elected not to submit bids to operate the Carol City, Opa-Locka and Miami Beach

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Centers. These three Centers are currently operated by CSSF.¹¹

Recommendation 1

CSSF should perform the same Direct Job Placement analysis for PY15-16 and PY17-18 (year-to-date). The analysis should be performed on both Arbor and Youth Co-Op, as each Provider operates/operated more than one Center.¹² Moving forward, any provider who operates more than one Center should also be subjected to this review as well. Reimbursement should be sought for disallowed job placements identified in the analysis.

CSSF Response

“Immediately upon learning of Arbor's reassignment of placements among [its] various contracted Career Centers, CSSF implemented several policy and system changes to strengthen programmatic oversight.” CSSF has since “implemented new restrictions on all contracted provider staff to prevent the reassignment of placements to different Career Centers in the Employ Florida Marketplace (EFM) system. Additionally, CSSF modified workforce services contracts for all Career Center providers to prohibit this practice.”

The Direct Job Placement analysis conducted on the Arbor operated Career Centers “was also performed on all Career Centers providers that operated one or more centers for the program years specified. Arbor was identified as the only service provider to reassign its job placements among their contracted Centers. Therefore, no discrepancies were found for any of the other Career Center providers related to this issue.”

Arbor Response

Arbor did not provide a specific response to this finding and/or recommendation.

¹¹ According to CSSF's Quality Assurance Supervisor, United Migrant Opportunity Services (UMOS) was operating Carol City and Opa Locka, but wanted to negotiate a partial cost reimbursement contract, which would not be in compliance with the terms of the RFP and the current performance contract. CSSF did not agree to the change and UMOS walked away from their contracts. The Cuban American National Council was operating Miami Beach, but eventually walked away from its contract because of financial hardship.

¹² Even though OIG audit testing of selected Youth Co-Op job placements did not uncover instances of Center-to-Center reassignment, we acknowledge that we only tested job placement documentation from 4 of Youth Co-Op's 8 Centers.

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Recommendation 2

CSSF should explore developing some way to electronically flag discrepancies between the originating Career Center inputting job referral information into the EFM and the Center receiving payment. If it is determined that the system cannot be programmed to detect this discrepancy, then CSSF should consider extracting this information on a monthly or quarterly basis, and manually performing this analysis for those Providers operating more than one Center.

CSSF Response

In addition to the policy changes implemented during the audit, "CSSF also developed an electronic customer satisfaction survey to validate the services received by the participant at the Career Centers when a direct job placement is entered in EFM. The CSSF Information Technology (IT) Unit controls this process, and the Career Centers do not have the ability to view or tamper with the results. Should the participant indicate services were never received at the Career Center, the placement is removed from EFM, and the Career Center is not eligible for payment. This process was implemented in February 2018."

OIG Rejoinder

The OIG is encouraged by the proactive measures employed by CSSF in addressing this finding, and look forward to reviewing it progress during future OIG follow-up assessments.

Finding 2 Job placements reported by Youth Co-Op's Northside Center could not be validated, resulting in questioned costs that should be disallowed and subject to repayment.

OIG Auditors selected "unverified" job placements attributed to two Career Centers (one from Youth Co-Op and one from Arbor) for further testing at the purported employers' place of business. Job placements are flagged as "unverified" when the reported job placement (as entered into the EFM by the Providers) does not match against data supplied through one of three sources:

- The New Hire Report – report from the Florida DEO, based on employer-mandated reporting of all new hires and re-hires
- Wage Credit Database – showing persons working in employment covered by State unemployment compensation laws; information reported from the Florida Department of Revenue

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- Work Number Database – a verification service provided by Equifax, a private consumer credit agency, contracted to provide employment information to the State of Florida

The resulting unverified job placements are reported on the *Placement Verification Report*. This report, which is generated on-demand, is an exception report. However, just because a placement could not be verified, by one of the three external sources described above, does not mean that it is ineligible for payment—only that it could not be verified by one of the three stated sources. Payment to the Providers is made from the Provider's *Balanced Scorecard Report* notwithstanding the noted exceptions.

CSSF staff, beginning after the close of the 15-16 program year, began performing verification audits of job placements for individuals within certain programs.¹³ OIG Auditors, in the spring of 2017, also queried the database to generate a *Placement Verification Report* for PY15-16. In contrast to CSSF's review of program participants by category, OIG Auditors selected unverified placements by Provider and Center.

OIG auditors judgmentally selected unverified direct job placements reported by Youth Co-Op for its Northside Center, and Arbor for its Hialeah Downtown Center. We selected these two Centers based on the high number of unverified placements on the *Placement Verification Report*.

For the Northside Center, we selected 83 out of 146 unverified placements reported for PY15-16. OIG Auditors first requested supporting documentation for the job placements from the Northside Center. We were given *Mass Recruitment Employment* forms as supporting documentation. When we asked for additional support, such as EVFs, we were advised that the *Mass Recruitment Employment* form was just as good as an EVF. Not satisfied with this response, OIG Auditors decided to validate these placements via the employers.

OIG auditors found that while the Northside Center documented the referrals on the Mass Recruitment Form, the employers were unable to confirm that the individual actually started working—a chief requirement of the contract's payment provision. We concluded that Youth Co-Op received remuneration to which they were not entitled;

¹³ These programs include, but are not limited to, SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Aid for Needy Families), CAP (Career Advancement Program), Reemployment Assistance, Veterans, and Ex-Offenders. CSSF's verification audits resulted in significant disallowances against two of its Providers: SER-Jobs for Progress, Inc. (257 job placements disallowed, totaling \$106,350) and Transition, Inc. (54 job placements disallowed, totaling \$32,600, and reimbursement of \$27,500 for an incentive payment). Both Transition and SER-Jobs for Progress have repaid CSSF the disallowed amounts, including return of the incentive payment.

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therefore, we reaffirm our recommendation that CSSF disallow and seek reimbursement for the unverified placements.

For the Hialeah Downtown Center, we initially selected 3 of 133 unverified placements (PY15-16) for testing based on a cursory review of documentation held on-site at the Center. Due to incomplete paperwork and, what appeared to be, retroactively signed forms, OIG Auditors expanded the scope by adding three recent months of unverified placements to the sample from PY16-17.¹⁴ The OIG tested all (43 of 43) of the unverified placements reported for these three additional months. Because of the apparent irregularities, described above, OIG Auditors decided to validate these placements via the employers.

OIG Auditors sought to validate job placements by contacting the identified employer, conducting site-visits at the respective employers' offices, and reviewing their records.¹⁵ The combined sample size of 129 placements comprised of 7 different employers (3 employers for the Northside placements and 4 employers for the Hialeah Downtown Placements). At each of the 7 site visits, OIG Auditors interviewed the hiring manager to obtain an understanding of the hiring process and, in particular, interaction with the respective Career Center. Each employer was given a list of employees, and their employment timeframe, for which we were seeking the supporting documentation. OIG Auditors attempted to validate the reported job placements through pay stubs, cancelled payroll checks, time cards, IRS W-2 forms, and similar forms of documentation.

Our testing of the unverified placements with the four employers associated with the Hialeah Downtown Center revealed no exceptions. OIG Auditors were able to verify all EFM-reported job placements. See Table 6 below for additional details.

Table 6 – Employer Records Testing: Placements Reported by Hialeah (Arbor)

| Employer | Job Placements Reported as "Unverified" on the Placement Verification Report | | | | Provider Payments | Questioned Costs |
|---|--|------------------|------------------------|-------------|-------------------|------------------|
| | Reviewed | Validated by OIG | OIG Unable to Validate | % Validated | | |
| General Labor Staffing, Inc. | 12 | 12 | 0 | 100% | \$4,750 | \$0 |
| Caballero Rivera Funeral Homes | 23 | 23 | 0 | 100% | \$11,300 | \$0 |
| JVC Franco, LLC DBA Juan Valdez Café | 7 | 7 | 0 | 100% | \$2,800 | \$0 |
| La Victoria Distributor, Inc. DBA Gilbert's Bakery | 4 | 4 | 0 | 100% | \$1,550 | \$0 |
| | <u>46</u> | <u>46</u> | <u>0</u> | | <u>\$20,400</u> | <u>\$0</u> |

¹⁴ The three months added were January, February and March, 2017.

¹⁵ Prior to the site visits, OIG Auditors obtained SunTax records generated by the Florida Department of Revenue (DOR), which report individual wages earned by employer on a quarterly basis.

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Our testing of the unverified placements with the 3 employers associated with the Northside Center revealed exceptions with 2 of the 3 employers. Table 7 shows the number of unverified job placements (per the *Placement Verification Report*) that we were unable to validate through the purported employers' records.

Table 7 – Employer Records Testing: Placements Reported by Northside (Youth Co-Op)

| Employer | Job Placements Reported as "Unverified" on the <i>Placement Verification Report</i> | | | | Provider Payments | Questioned Costs |
|--|--|---------------------|---------------------------|----------------|----------------------|---------------------|
| | Reviewed | Validated by OIG | OIG Unable to Validate | % Validated | | |
| Alpha 1 Staffing (Summer Youth and Ready To Work Program) | 28 | 28 | - | 100% | \$17,000 | \$0 |
| Centerplate (Hard Rock Stadium) | 25 | 6 | 19 | 24% | \$9,750 | \$7,450 |
| Accurate Event Group (Miami Open, Art Basel, etc.) | 30 | 17 | 13 | 57% | \$11,750 | \$5,050 |
| | <u>83</u> | <u>51</u> | <u>32</u> | | <u>\$38,500</u> | <u>\$12,500</u> |

The records reviewed at each employer's place of business and our specific observations and findings are addressed below.

Alpha 1 Staffing, Inc. (Alpha 1)

Alpha 1 is a temporary staffing agency that facilitates the hiring of jobseekers for CSSF's Summer Youth, Ready-To-Work, and other programs. OIG Auditors tested a sample of 28 unverified job placements at Alpha 1's place of business. Supporting documentation reviewed consisted of payroll registers, payroll checks and employee timesheets. No exceptions were noted for the 28 placements tested. The documentation supported the reported job placements.

Centerplate, Inc. (Centerplate)

Centerplate provides food service and merchandise workers for the Hard Rock Stadium in Miami Gardens. OIG Auditors tested a sample of 25 unverified job placements at Centerplate's place of business. Only 6 of the 25 (24%) of the placements tested could be validated. Eighteen (18) of the 25 placements (72%) had no record of employment with Centerplate, and the remaining 1 placement involved a jobseeker who did not report for work and was, thus, terminated. The value of the 19 placements that could not be validated equals \$7,450.

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Furthermore, during the site visit, Centerplate management informed OIG Auditors that Northside Center personnel routinely requested email confirmations for jobseekers that had not been hired by Centerplate. As such, Centerplate stated that they would no longer use the Northside Center for its staffing needs.

Accurate Event Group, Inc. (Accurate)

Accurate provides temporary event staffing and management for various venues such as the Miami Open, Art Basel, and other events that span from one day through two weeks. OIG Auditors tested a sample of 30 unverified job placements at Accurate's place of business. Only 17 of the 30 (57%) of the placements could be validated. Regarding the 13 unvalidated placements, 10 individuals had previously been hired by Accurate as an "Annual Event Worker" on a "standby by" basis; however, records could not be produced to validate whether they had worked during the period reported by the Northside Center. For the remaining 3 purported placements, there was no record of employment. The value of the 13 placements that could not be validated equals \$5,050.

Furthermore, during the site visit, Accurate's management explained to OIG Auditors that they repeatedly advised their workers that they do not need to continue getting referred to Accurate through the Northside Center because they are already on-call to work on upcoming events. OIG Auditors were advised that many of these workers have been with Accurate for several years. Accurate's management questioned Northside reporting of these job placements when it was Accurate staff who contacted the individuals to work the upcoming events.

Recommendation 3

CSSF should seek repayment of \$12,500 from Youth Co-Op for the unvalidated Northside job placements.

Youth Co-Op Response

Youth Co-Op disagrees with our finding that these job placements were unverified and objects to the OIG's recommendation that it should therefore be subject to a disallowance repayment of \$12,500. Youth Co-Op contends that payments made to Youth Co-Op by CSSF were in compliance with the PY15-16 contract and were made pursuant to CSSF local operating procedures. Youth Co-Op asserts that, pursuant to its contract with CSSF, the "veracity of employer's attestation made in the Mass Recruitment Employment [Form]" is sufficient supporting documentation. Youth Co-Op further declares that "The draft audit report erred in concluding that more supporting documentation was required for payment purposes."

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CSSF Response

"CSSF agreed with the initial finding of the OIG at the exit meeting. After the exit meeting, CSSF requested the names of those placements that could not be validated by the OIG for the Northside Career Center." After review of said placements, CSSF agreed with the questioned costs identified by the OIG. CSSF also identified an additional placement found to be questionable given the methodology applied by the OIG during their audit. CSSF stated that "a total of 33 placements would be disallowed for the Youth Co-Op's Northside center for an amount of \$12,950.00."

OIG Rejoinder

With regard to the objection raised by Youth Co-Op, its contention that one form is sufficient documentation for payment purposes is mistaken. In addition to the documentation requirements, Youth Co-Op is also required to comply with the payment provisions of the contract for PY15-16. Specifically, Exhibit D of the executed contract for PY15-16 outlines the steps required for a Direct Job Placement.

The employer-signed Mass Recruitment form, only confirms that the individuals (on the list) were referred to their job openings. However, the contract payment provisions explicitly state that job placements must be verified "from a reliable source, preferably the employer," that the individual has actually started working on the job before recording the job placement. As to the OIG-tested placements, this could not be substantiated by the documents provided by Northside nor those reviewed at the reported employer's job site. CSSF's local procedure clearly states that "Notification of a hire date will not suffice for securing placement credit." The OIG therefore reaffirms its original findings that the job placements identified as unverified should be disallowed by CSSF.

Recommendation 4

On a quarterly basis, CSSF, should run the *Placement Verification Report* and select no less than two Centers to conduct further testing of its "unverified job placements." Similar to the audits conducted of job placement by Program Type, these quarterly audits would involve 100% of the unverified placements per the exception report, but by Center regardless of Program Type. While CSSF may want to develop selection criteria to aid it in selecting the two Centers quarterly, the identification of the Centers should not be pre-announced. A continuous, regular, and random audit schedule will timely identify unvalidated placements for which immediate repayment may be sought.

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Youth Co-Op response

Youth Co-Op had no objection to this recommendation.

CSSF response

In an effort to increase the accuracy and efficiency of the validation process, "CSSF implemented the automation of the review of placements." In addition, CSSF's recently developed internal control systems seeks to evaluate the quality of job referrals and placements.

OIG Rejoinder

The OIG encourages CSSF to continue developing processes that will seek to ensure the accuracy and validity of job referrals and placements.

X. CONCLUSION

It should go without saying that the nation's workforce development programs, especially given the large sums of money involved, require continuous monitoring and verification. These efforts must take place at all levels of the administrative process by those implementing the programs (federal, state, and local agencies), and from time to time, by external and independent auditing entities, such as offices of inspector general.

With each review, inspection, and audit, weaknesses can be identified, controls can be strengthened, and processes can be improved. Ultimately, fraud, waste, and abuse must be stamped out through continuous detection and deterrence.

The OIG appreciates CSSF's acceptance of all recommendations. The OIG asks CSSF to report on the status of fully implementing these recommendations, and to include with its response any documents, new or amended policies and procedure, supporting their implementation. We kindly request that CSSF provide the OIG with this status report in 90 days, on or before October 18, 2018.

Last, the OIG would like to thank the staffs of CSSF, Arbor and Youth Co-Op for their cooperation and for the courtesies extended to the OIG throughout this audit.

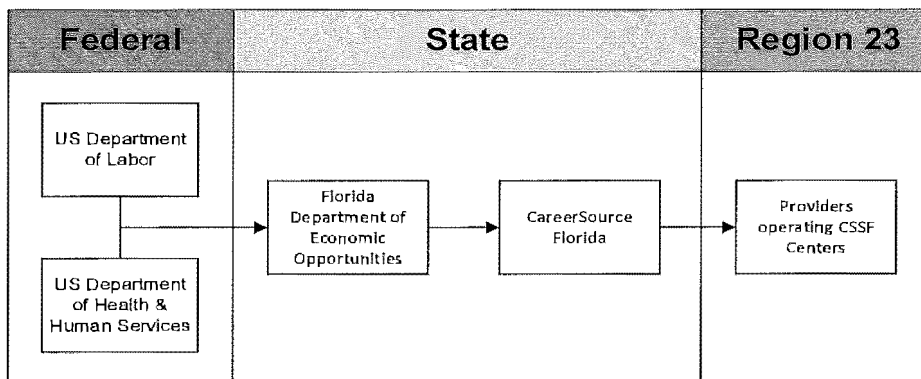
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APPENDIX A - Funding to Providers

1. Overview

There are two categories of job placements: Direct Job Placement and Obtained Employment. Each placement type has an associated payment amount that the Providers receive for job placement efforts. Direct Job Placements pay between \$400 to \$1,700 depending on the classification of the individual jobseeker. For example, an individual receiving federal assistance would garner \$1,700 per placement; an individual who had been laid off work and receiving unemployment benefits would garner \$1,200 per placement; and an individual not otherwise meeting one of the other categories would garner \$400 per placement. Obtained Employment pays a standard flat rate of \$100 per placement. The process for each of the two job placement types are further depicted in this appendix.

Funds to pay the contracted Providers for these placements comes from the federal government via the U.S. Department of Labor and the U.S. Department of Health and Human Services. These funds flow through the Florida Department of Economic Opportunities, which is the administrative entity for CareerSource Florida, to the local level.



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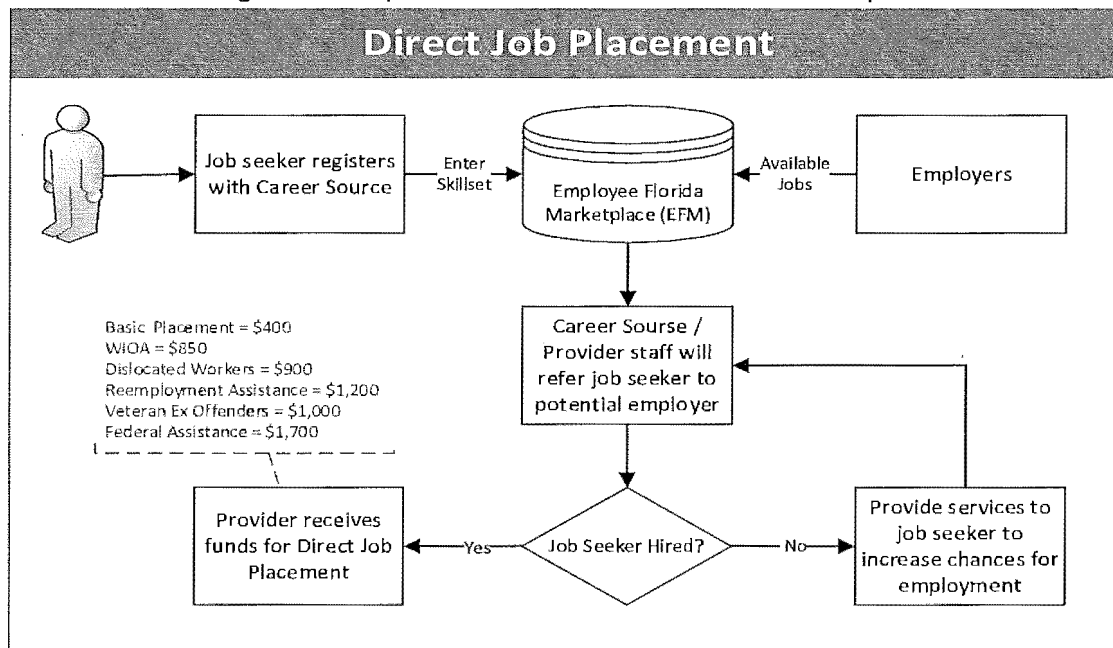
APPENDIX A - Funding to Providers (cont.)

2. Direct Job Placement

A Direct Job Placement can be claimed when a jobseeker received training assistance at a Center or when the Provider recruits the jobseeker on behalf of the prospective employer and facilitates the hiring process. The Code of Federal Regulations (20 CFR 651.10) defines a Direct Job Placement as the hiring by a public or private employer of an individual referred by the Provider for a job or an interview. To be eligible for payment of the Direct Job Placement, the Provider must fulfill all of the following requirements:

1. Prepare a job order form prior to the job referral;
2. Make prior arrangements with the employer for the referral of an individual or individual(s);
3. Refer an individual who has not been specifically designated by the employer, except for referrals on agricultural job orders for a specific crew leader or worker;
4. Verify from a reliable source, preferably the employer, that the individual has starting working;
5. Record the placement in EFM

Below is a high-level depiction of the Direct Job Placement process.



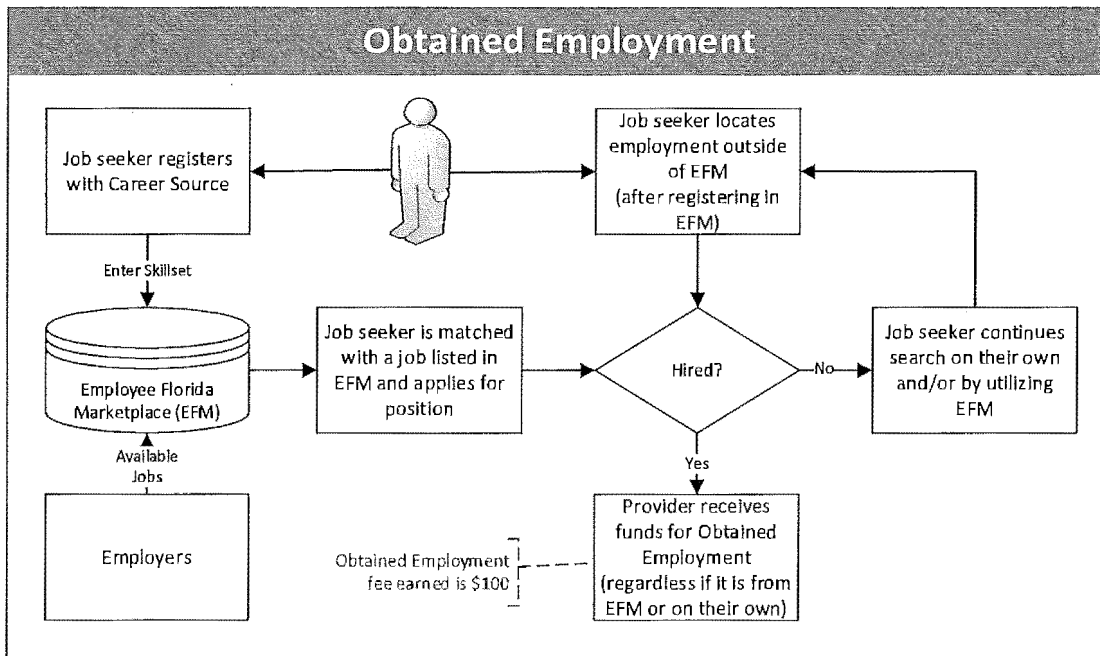
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APPENDIX A - Funding to Providers (cont.)

3. Obtained Employment

Obtained Employment is the term used when a person, who has registered with a Career Center, obtains employment on their own within 180 days of the registration date. Employment may have been secured either by the jobseeker applying to job postings via the Employ Florida Marketplace or through individual efforts not involving the Career Center—albeit the Career Center may have assisted the jobseeker with services such as Resume Review, Interview Skills, or Microsoft Classes, even though none of these services are required to be provided in exchange for the \$100 placement.

Below is a high-level depiction of the Obtained Employment process.



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APPENDIX A - Funding to Providers (cont.)

4. Recording Placements, Payments and Verifying Employment

Job placements can be manually entered into EFM by the Provider's staff or it can be validated through an automated process. A daily query is performed by CSSF's Information Security Department, which interfaces their registered EFM users with independent state and federal employment reports or databases. Both the manually-entered and the query-derived job placements are added to the CSSF *Balanced Scorecard Report* on a daily basis. The *Balanced Scorecard Report* keeps a tally of job placements by Center, placement type, as well as other pertinent information. CSSF utilizes the *Balanced Scorecard Report* to measure the performance of the Providers against their contracted performance standards set forth in the contract

If the job placements recorded in EFM cannot be validated through the automated query process, they are placed on a separate Placement Verification Report, but will also remain on the *Balanced Scorecard Report*. The Placement Verification Report is utilized by the Providers as well as CSSF staff to perform and obtain placement verifications. At the end of the Program Year, CSSF staff will select a sample of non-verified job placements from the Placement Verification Report and request supporting documentation from the Provider, employer or jobseeker. If CSSF determines that the job placement is valid, no further action is taken. If a disallowance is found prior to the Provider receiving payment for the placement(s), CSSF will remove it directly from the Automated Placement Invoice System to prevent payment. Conversely, if payment has already been made or it is found after the Program Year has been closed, then a report of findings is sent to the Providers and reimbursement is sought for any disallowances identified.

In order to verify that a jobseeker has indeed started working, the Provider is required to maintain the following documentation: a completed Employment Verification Form, a Work Number printout confirming that the jobseeker started working, the New Hire Report provided by DEO, or pay stubs from the employer.

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APPENDIX B-1 – Detailed Schedule of Job Placements for PY15-16

| | Provider | Location | Job Placement Type | | | |
|----|-----------------------------|------------------------------------|----------------------------|--------------------------|----------------------|--------------------|
| | | | Direct Job Placement (DJP) | Obtained Employment (OE) | Total | |
| 1 | Arbor E&T, LLC | Hialeah Downtown Center | 1,475 | 3,392 | 4,867 | |
| 2 | Arbor E&T, LLC | Carol City Center | 1,141 | 4,258 | 5,399 | |
| 3 | Arbor E&T, LLC | Miami Beach Center | 626 | 1,269 | 1,895 | |
| 4 | Arbor E&T, LLC | Opa Locka Center | 293 | 709 | 1,002 | |
| 5 | Youth Co-Op | Homestead Center | 2,429 | 2,162 | 4,591 | |
| 6 | Youth Co-Op | Perrine Center | 2,149 | 5,464 | 7,613 | |
| 7 | Youth Co-Op | West Dade Center | 1,970 | 6,545 | 8,515 | |
| 8 | Youth Co-Op | Little Havana Center | 1,528 | 4,033 | 5,561 | |
| 9 | Youth Co-Op | Northside Center | 1,539 | 4,601 | 6,140 | |
| | | Subtotal | 13,150 | 32,433 | 45,583 | 73% |
| 10 | Youth Co-Op | Key West Center* | 430 | 1,069 | 1,499 | |
| 11 | Youth Co-Op | Key Largo Center* | | | | |
| 12 | Youth Co-Op | South Miami Center | 348 | 1,078 | 1,426 | |
| 13 | City of Miami | City of Miami Center | 872 | 2,828 | 3,700 | |
| 14 | SER-Jobs For Progress, Inc. | North Miami Beach Center | 1,619 | 7,614 | 9,233 | |
| 15 | Transition Inc. | Transition Offender Service Center | 476 | 367 | 843 | |
| | | Subtotal | 3,745 | 12,956 | 16,701 | 27% |
| | | Total | <u>16,895</u> | <u>45,389</u> | <u>62,284</u> | <u>100%</u> |

Not selected for audit testing

*Youth Co-Op reports job placements for Key West and Key Largo as one unit (Center) for reporting purposes.

MIAMI-DADE COUNTY OFFICE OF THE INSPECTOR GENERAL
OIG FINAL AUDIT REPORT
South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Arbor E&T, LLC and Youth Co-Op, Inc.

APPENDIX B-2 – Detailed Schedule of Job Placements for PY16-17

| | Provider | Location | Job Placement Type | | | |
|----|-----------------------------|------------------------------------|----------------------------|--------------------------|---------------|-------------|
| | | | Direct Job Placement (DJP) | Obtained Employment (OE) | Total | |
| 1 | Arbor E&T, LLC | Hialeah Downtown Center | 1,749 | 3,668 | 5,417 | |
| 2 | Arbor E&T, LLC | Carol City Center | 1,786 | 4,220 | 6,006 | |
| 3 | Arbor E&T, LLC | Miami Beach Center | 430 | 1,148 | 1,578 | |
| 4 | Arbor E&T, LLC | Opa Locka Center | 228 | 710 | 938 | |
| 5 | Youth Co-Op | Homestead Center | 1,961 | 2,682 | 4,643 | |
| 6 | Youth Co-Op | Perrine Center | 1,999 | 5,820 | 7,819 | |
| 7 | Youth Co-Op | West Dade Center | 1,550 | 7,302 | 8,852 | |
| 8 | Youth Co-Op | Little Havana Center | 1,193 | 4,566 | 5,759 | |
| 9 | Youth Co-Op | Northside Center | 993 | 4,521 | 5,514 | |
| | | Subtotal | 11,889 | 34,637 | 46,526 | 77% |
| 10 | Youth Co-Op | Key West Center* | 305 | 992 | 1,297 | |
| 11 | Youth Co-Op | Key Largo Center* | | | | |
| 12 | Youth Co-Op | South Miami Center | 234 | 1,178 | 1,412 | |
| 13 | City of Miami | City of Miami Center | 797 | 2,635 | 3,432 | |
| 14 | SER-Jobs For Progress, Inc. | North Miami Beach Center | 485 | 6,177 | 6,662 | |
| 15 | Transition Inc. | Transition Offender Service Center | 439 | 515 | 954 | |
| | | Subtotal | 2,260 | 11,497 | 13,757 | 23% |
| | | Total | 14,149 | 46,134 | 60,283 | 100% |

Not selected for audit testing

*Youth Co-Op reports job placements for Key West and Key Largo as one unit (Center) for reporting purposes.

MIAMI-DADE COUNTY
OFFICE OF THE INSPECTOR GENERAL



FINAL AUDIT REPORT

Attachment 1

CareerSource South Florida's Response

*South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Youth Co-Op, Inc. and Arbor E&T, LLC*

IG16-0030-A



CareerSource
SOUTH FLORIDA

careersourcesfl.com

July 2, 2018

Ms. Mary Cagle
Inspector General
Miami-Dade County
Office of the Inspector General
601 NW 1st Court, South Tower, 22nd Floor
Miami, FL 33136

Re: Response to Office of the Inspector General (OIG) Draft Audit Report

Dear Ms. Cagle:

South Florida Workforce Investment Board (SFWIB)/CareerSource South Florida (CSSF) is in receipt of the Office of the Inspector General's (OIG) Draft Audit Report dated June 12, 2018 with regards to IG16-0030-A. CSSF would like to thank you for conducting the audit, as stewards of the tax payers dollars, CSSF always strives to provide the very best in services both effectively and efficiently.

As indicated in the Audit Report, Federal Law/Regulations allow Local Workforce Development Boards to report multiple job placements on an individual within a program year. Those procedures reference Federal Regulation 20 CFR 651.10 as the official guidance on what is required to record a job placement. However, since program year 2014 CSSF limited the reporting of an individual jobseeker to one placement per program year. The limitation policy was a part several policies CSSF implemented to enhance employment services to jobseekers and strengthen the accountability of information reported.

When the OIG staff brought an issue our attention, CSSF immediately addressed the issue by evaluating practical solutions, and implementing the appropriate measure to resolve the issue. Again, we would like to thank you for your suggestions and recommendations. The enclosed responses will indicate the OIG recommendations have already been implemented. Please find attached individual responses to each of the issues brought forward as well as the recommendations of your office.

Please feel free to call me at (305) 929-1501 or Frances Gonzalez at (305) 929-1520, should you have any questions or concerns.

Sincerely,

Rick Beasley
Executive Director

South Florida Workforce Investment Board

info@careersourcesfl.com

7300 Corporate Center Drive, Suite 500
Miami, Florida 33126

p: 305-554-7615 | f: 305-470-5629

Ms. Mary Cagle
Miami-Dade County
Office of Inspector General
July 2, 2018
Page 2 of 5

Attachment

Pc: David Gilbert, Adult Programs Manager, CSSF
Robert Smith, Adult Programs Supervisor, CSSF
Yian Perrin, DEO Programs Manager, CSSF
Frances Gonzalez, Quality Assurance Coordinator, CSSF
Audit File

Finding 1: Arbor attempted to meet their individual contractual obligations by reassigning job placements among their contracted Centers.

CSSF Response

Immediately upon learning of Arbor's reassignment of placements among their various contracted Career Centers, CSSF implemented several policy and system changes to strengthen programmatic oversight. In May 2017, CSSF revoked system access to those Career Center staff involved reassigning job placements, as well as, implemented new restrictions on all contracted provider staff to prevent the reassignment of placements to different Career Centers in the Employ Florida Marketplace (EFM) system. Additionally, CSSF modified workforce services contracts for all Career Center providers to prohibit this practice.

In May 2017, the CSSF Office of Continuous Improvement (OCI) Quality Assurance and Adult Programs Units reviewed 100 percent of all program year 2016-17 direct job placements for all Arbor centers. As a result of the review, CSSF rejected a total of 285 direct job placements where the referral center/location and the center that received payment for the placement were different. Additionally, participants were not provided services by the center receiving payment for the placements. The total disallowed cost for the 285 direct job placements was \$151,625.00.

On February 5, 2018, Arbor submitted payment of disallowed costs.

Recommendation 1: CSSF should perform the same Direct Job Placement analysis for PY15-16 and PY17-18 (year-to-date). The analysis should be performed on both Arbor and Youth Co-Op, as each Provider operates/operated more than one Center. Moving forward, any provider who operates more than one Center should also be subjected to this review as well. Reimbursement should be sought for disallowed job placements identified in the analysis.

CSSF Response

The aforementioned review conducted on the Arbor operated Career Centers was also performed on all Career Centers providers, which operated one or more centers for the program years specified. Arbor was identified as the only service provider to reassign its job placements among their contracted Centers. Therefore, no discrepancies were found for any of the other Career Center providers related to this issue.

Further, as previously mentioned, CSSF revoked access to all Career Center staff from reassigning placements amongst the various centers in the EFM system in May 2017. Therefore, this issue is no longer occurring.

As a part of CSSF's ongoing monitoring process, the CSSF OCI Quality Assurance Unit continuously reviews for any discrepancies regarding the issue of reassigning of job placements.

Federal/State regulations allow local workforce boards to report multiple placements; however, in program year 2014-15 CSSF executed performance base contracts for Career Center service providers. The contract modification were implemented to ensure credit is not given to the Career Centers for multiple placements during a program year. A key aspect of the CSSF contract modification is count a job placement only once per distinct social security number for the same jobseeker within the program year. This checks and balance process is fully automated through the programming of the CSSF Balance Scorecard and Automated Payment Invoice System, which is proprietary to this Region.

Recommendation 2: CSSF should explore developing some way to electronically flag discrepancies between the originating Career Center inputting job referral information into the EFM and the Center receiving payment. If it is determined that the system cannot be programmed to detect this discrepancy, then CSSF should consider extracting this information on a monthly or quarterly basis, and manually performing this analysis for those Providers operating more than one Center.

CSSF Response

CSSF has developed and implemented its own proprietary automated payment system that allows CSSF to determine the parameters in which a payment is generated. As a result of which, the system is programmed to only generate a payment when the referring Career Center is the same as the Career Center resulting the placement. CSSF has also established protocols with the Career Center staff security access in the EFM system to prevent any reassignment of job referrals.

CSSF also developed an electronic customer satisfaction survey to validate the services received by the participant at the Career Centers when a direct job placement is entered in EFM. The CSSF Information Technology (IT) Unit controls this process and the Career Centers do not have the ability to view or tamper with the results. Should the participant indicate services were never received at the Career Center, the placement is removed from EFM, and the Career Center is not eligible for payment. This process was implemented in February 2018.

Moreover, CSSF has developed electronic internal control systems to evaluate the quality of job order and referral processes of the Career Centers. The system was designed to ensure Career Centers are providing services in accordance with 20 CFR 651.10.

Finding 2: Job placements reported by Youth Co-Op's Northside Center could not be validated, resulting in questioned costs that should be disallowed and subject to repayment.

CSSF Response

CSSF agreed with the initial finding of the OIG at the exit meeting. After the exit meeting, CSSF requested the names of those placements that could not be validated by the OIG for the Northside Career Center. After review of said placements, we agree with the OIG in questioned costs. It should be noted, an additional placement was found questionable for Accurate Event Group given the methodology applied by the OIG during their review. Therefore, a total of 33 placements will be disallowed for the Youth Co-Op Northside center for an amount of \$12,950.00.

Recommendation 3: CSSF should seek repayment of \$12,500 from Youth Co-Op for the unvalidated Northside job placements.

CSSF agrees with the OIG recommendation. A letter will be sent to Youth Co-Op requesting repayment of \$12,950.00 for the 33 placements, which could not be validated by the OIG.

Recommendation 4: On a quarterly basis, CSSF, should run the Placement Verification Report and select no less than two Centers to conduct further testing of its "unverified job placements". Similar to the audits conducted of job placement by Program Type, these quarterly audits would involve 100% of the unverified placements per the exception report, but by Center regardless of Program Type. While CSSF may want to develop selection criteria to aid it in selecting the two Centers quarterly, the identification of the Centers should not be pre-announced. A continuous, regular, and random audit schedule will timely identify unvalidated placements for which immediate repayment may be sought.

CSSF has a general auditing process of all placements entered into the EFM system by Career Centers to ensure accountability and accuracy of data reported. In September 2016, CSSF implemented the automation of the review of placements and developed the Placement Verification Report. Prior to September 2016, the process was manual using a two-layer approach, whereas the DEO Programs Unit performed reviews on the front-end and the OCI Quality Assurance Unit performed the reviews on the back-end. Because of the automation, CSSF is able to validate more placements, increase the accuracy of the validation process and reduce manpower hours.

As previously discussed, CSSF has developed electronic internal control systems to evaluate the quality of job order and referral processes of the Career Centers. The system was designed to ensure Career Centers are providing services in accordance with 20 CFR 651.10. Please note all of the aforementioned reports, programs and internal controls are proprietary in nature.

Lastly, for over eight years, CSSF has required all workforce services provider contracts include the completion of jobseeker registration. CSSF defines a complete registration as: name, address, valid telephone number, e-mail address, educational background and work history. All of which must be included in an active resume in the EFM system. This requirement is more detailed and above the Federal and/or State jobseeker registration requirements. Any referral issued to jobseekers that did not have a complete registration at the time of referral will not generate a payment. This checks and balance process is fully automated from the Region's proprietary system.

**MIAMI-DADE COUNTY
OFFICE OF THE INSPECTOR GENERAL**



FINAL AUDIT REPORT

Attachment 2

Arbor E&T, LLC's Response

*South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Youth Co-Op, Inc. and Arbor E&T, LLC*

IG16-0030-A



June 25, 2018

To: Mary T. Cagle, Inspector General
Miami-Dade County, Office of the Inspector General

From: Mark Douglass, President
Arbor E&T, LLC dba ResCare Workforce Services

Subject: Response to the Miami-Dade County Office of the Inspector General Draft Audit Report
– South Florida Workforce Investment Board d/b/a CareerSource South Florida
(Providers Arbor E&T, LLC and Youth Co-Op, Inc.) Ref. IG16-003 0-A

Thank you for the opportunity to respond to the findings in the subject audit report as detailed in *Section IX: Audit Findings and Recommendations*.

Finding 1: *Arbor attempted to meet their individual contractual obligations by reassigning job placements within their contracted Centers.*

Arbor leadership and staff appreciate the level of review conducted and the recommendations made to the local area to ensure future compliance. It was never the Company's intent to not be in alignment with local performance expectations and oversight standards. We value the changes made to policy which now clarify that job reassignment is prohibited and have trained our staff accordingly. It is our goal to ensure that outcomes properly reflect the investment made in each community whose citizens we have been trusted to serve. As noted in your report, Arbor elected not to bid on the contracts for the CareerSource operations in Carol City, Opa-Locka and Miami Beach. Arbor's focus is providing quality outcomes and engaging in continuous improvement at the CareerSource Hialeah Downtown Center operation. Arbor commits to being responsive to any needs for change and will cooperate fully with any additional analysis to evaluate its future standing.

Finding 2: *Job placements reported by Youth Co-Op's Northside Center could not be validated, resulting in questioned costs that should be disallowed and subject to repayment.*

Although Finding 2 references exceptions that do not directly involve Arbor, the Company understands that the scope of the Hialeah Downtown Center review was expanded because of the appearance of incomplete forms and other irregularities. Arbor's local management will work with its Hialeah Downtown Center staff to reinforce quality standards around documentation and strengthen internal review efforts.

In closing, the time and effort of the OIG staff to provide a thorough and detailed review is appreciated. Arbor is committed to ensuring ongoing quality improvements and will continue all efforts to adhere to local policies. We are earnest in our desire to be both a supportive and accountable partner of the workforce system.

**MIAMI-DADE COUNTY
OFFICE OF THE INSPECTOR GENERAL**



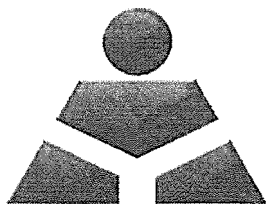
FINAL AUDIT REPORT

Attachment 3

Youth Co-Op, Inc.'s Response

*South Florida Workforce Investment Board d/b/a CareerSource South Florida
Providers Youth Co-Op, Inc. and Arbor E&T, LLC*

IG16-0030-A



YOUTH CO-OP INC.
A NON PROFIT ORGANIZATION
Serving South Florida Since 1973

June 21, 2018

Ms. Mary T. Cagle, Inspector General
Miami-Dade County
Office of the Inspector General
601 NW 1 Court
South Tower, 22nd Floor
Miami, FL 33136

Dear Ms. Cagle:

The purpose of this letter is to respectfully respond to the Inspector General's Draft Audit Report provided to our offices on June 13th, 2018.

As it pertains to our agency, the audit report raises one essential issue in correlation to the Office Inspector General's finding that "Job placements reported by Youth Co-Op's Northside Center could not be validated, resulting in questioned costs that should be disallowed and subject to repayment." *See* Audit Report Page 18, Finding 2.

In consideration of the finding made by the OIG, two recommendations were proposed:

1. Career Source South Florida ("CSSF") to seek repayment of \$12,500 from our agency for the unvalidated job placements;
2. CSSF should modify its audit procedures to include random audits for the purposes of identifying unvalidated job placements

Youth Co-Op Inc. commends the OIG for carrying out this investigation. It is crucial to investigate and address employment issues in Miami-Dade County. We acknowledge that internal controls and modifications to audits and other related logistical improvements from CSSF should undoubtedly help mitigate discrepancies as it relates to employment verification. Our mission is to create sustaining employment for our community, therefore we have no objection to the second recommendation.

Nonetheless, we do object to the first recommendation on the grounds that the payments made to Youth Co-Op, Inc. by CSSF were in compliance with the PY 2015-16 contract and pursuant to CSSF local operating procedures.

OIG auditors investigated job placements that they were unable to verify utilizing the following three sources:

- The New Hire Report – report from the Florida DEO, based on employer-mandated reporting of all new hires and re-hires;

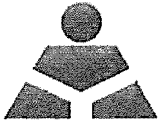
3525 NORTHWEST 7th STREET ♦ MIAMI, FLORIDA 33125 ♦ TEL. (305) 643-6730 ♦ FAX (305) 643-1908

An Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.
Funded by:



CareerSource
SOUTH FLORIDA





Ms. Mary T. Cagle, Inspector General
June 27, 2018
Page 2 of 6

- Wage Credit Database – showing persons working in employment covered by State unemployment compensation laws; information reported from the Florida Department of Revenue; and
- Work Number Database – a verification service provided by Equifax, a private consumer credit agency, contracted to provide employment information to the State of Florida. *See* Audit Report Page 19, Para 2.

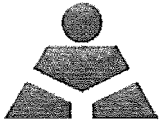
The OIG concedes that the verification methodology used by the auditors to verify job placements is not required from our agency for the purposes of receiving payment pursuant to our contract. Specifically, the OIG draft report states: “However, just because a placement could not be verified, by one of the three external sources described above, does not mean that it is ineligible for payment, only that it could not be verified by one of three stated sources.” *See* Audit Report Page 19, Para 1.

OIG auditors selected 83 job placements that did not pass their verification process to further investigate the validity of these placements. OIG auditors requested from our career center supporting documentation for the job placements in question. We provided the requested Employer Verification Form created by CSSF to verify employment for mass hirings. This form is titled *Mass Recruitment Employment* form. The form provides a list of all job placements made by our career center and requires the employer to verify the respective job placements by reviewing the list of employees, and signing/affirming that the job placement information on the form is correct, and that they are a duly authorized representative of the employer.

The *Mass Recruitment Employment* form was created by CSSF and was made available in their database since 2011. For the past years, this form has been considered an acceptable method of employment verification. Indeed, CSSF’s annual audit and programmatic monitoring review includes data validation and review of the *Mass Recruitment Employment* forms. This form has always been furnished and accepted by CSSF Quality Assurance monitors as a valid employment verification form.

It is not clear to Youth Co-Op, Inc.’s management why the *Mass Recruitment Employment* form was deemed insufficient by the OIG’s auditors. *See* Audit Report Pg. 19 & Para. 4.

The draft audit report erred in concluding that more supporting documentation was required for payment purposes. The OIG report on page 13 of the “Requirements for Documentation” section indicates that the PY 2015-16 contract required more than one supporting documents for all job placements entered into the EFM system.



Ms. Mary T. Cagle, Inspector General
June 27, 2018
Page 3 of 6

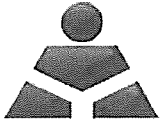
Please note, additional supporting documents beyond an employment verification form, such as the *Mass Recruitment Employment* form, was not required under the PY 2015-16 contract for the Northside Career Center. Our contract for PY 2015-16, under the "Statement of Work", Exhibit A, and established provisions for payment require only one of the following documents:

- Employment verification form completed by the employer; OR
- Employment verification form with training vendor logo completed by the employer and validated by the contractor; OR
- The work number system; OR
- Pay stub in conjunction with documented employer contact, or employer offer letter; OR
- A new hire report; OR
- The RA system formerly Unemployment Insurance (UI) system and/or Wage Credit Database with documented employer contact; OR
- For Self-Employed Individuals, attach Form 1099- Misc. (Miscellaneous Income) and/or Form W-4.

We were compliant with the payment provisions, which requires no other documentation beyond documenting the employer's verification for payment purposes. According to the Payment Provisions found in Exhibit D, page 1 and 2 of 6 in our Northside Career Center contract for PY'15-16, the following steps were required to be completed for a Wagner-Peyser Direct Job Placement:

- Prepared a job order form prior to referral, except in the case of a job development contact on behalf of a specific applicant;
- Made prior arrangements with the employer for the referral of an individual or individual(s);
- Referred an individual who has not been specifically designated by the employer, except for referrals on agricultural job orders for a specific crew leader or worker;
- Verified from a reliable source, preferably the employer, that the individual had entered on a job; and
- Appropriately recorded the placement.

Youth Co-Op Inc. has internal controls in place to ensure compliance with the payment provisions under our contract with CSSF, which includes obtaining the employer's verification prior to uploading any job placement in the EFM system for payment purposes. Similarly, we conduct random checks by contacting the employer or the participant to confirm the information included in the verification form. We check for previous employment with the Florida UI system to determine if the placement is a rehire allowable for payment per our contract.



Ms. Mary T. Cagle, Inspector General
June 27, 2018
Page 4 of 6

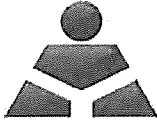
The OIG's auditors selected 83 job placements with three different employers to investigate and validate. The auditors contacted the employers, conducted site-visits at the respective employers' offices, and reviewed their records, to include: pay stubs, cancelled payroll checks, time cards, IRS W-2 forms, and other related documents. Although these employers had previously signed off and affirmed the veracity of these job placements to include work details, such as the date of hire, the amount of hours provided per week, and their wage rate, OIG Auditors were unable to validate 31 of these job placements with the employer's records.

The process of validating post-employer verification for Wagner-Peyser Universal Placements (placements in question) is not a requirement under the PY 15-16 contract. Follow-up post-employment is not required for Wagner-Peyser Universal Placements. In essence, the contract as designed by CSSF, relied exclusively on the veracity of employer's attestation made in the employer verification form. Once such attestation was made, we have the contractual right to upload the placement in the EFM system and request payment. Simply put, PY 15-16's established verification process did not take into account erroneous information provided by employers nor did it require our agency to validate this information after it has been previously verified by one of the acceptable forms.

Of the 31 job placements that the OIG Auditors were unable to validate, 18 were from Centerplate. We want to clarify that Centerplate does not report in the Florida UI system; Centerplate may report in another state's UI system since their corporate offices are located in another state, but we do not have access to the UI systems in other states.

It is worth noting with regard to OIG's tested placements, that we have found inconsistencies in the information included in the UI system, the Wage Credit Database, the Work Number, and the Employer Verifications. For example:

- 1) Argueta, Adalberto was included in the disallowance for \$350 because the auditor claimed that there is no record of employment with the employer. However, the Wage Credit Database shows that this participant was employed by Accurate Event Group, Inc. during the period reported (placement recorded on November 20, 2015, and Wage Credit Database shows earnings of \$461.13 during the fourth quarter).
- 2) The following cases were included in the disallowance because the participants had worked with the same employer in the past and were rehired:
 - Anthony, Aleem
 - Johnson, Frederick
 - Gordon, Theresa
 - Miller, Brenda



Ms. Mary T. Cagle, Inspector General

June 27, 2018

Page 5 of 6

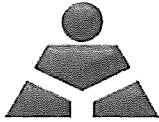
In Attachment 4, Exhibit A, page 3 of 14 of our contract, in reference to rehires it states that "There must be a break in employment of at least 120 days and/or show a new date if the job placement is with the same employer." Therefore, these placements were eligible for payment, and should not be disallowed.

Additionally, according to the UI records, some of these placements, which were reported by the employer, do not show up.

- 3) In the case of McDonald, Laverne, the employer (Accurate Event Groups, Inc.) provided the Northside Career Center with a signed verification showing a start date of 3/21/2016. When OIG performed the validation, the employer verified the start date as 9/19/2016. However, UT Wages shows earnings with Accurate Event Group, Inc. in the second quarter of 2015.
- 4) In the case of Guerrero, Humberto, the employer verified to the OIG that the start date was 3/30/15; despite what was reported to the OIG, we have a signed employer verification that the individual started to work on 3/21/2016. Also, UI information does not show any record that the individual worked for the employer.
- 5) In the case of Pierre, Andermann, the employer reported to the OIG the start date of 3/26/2013. However, this individual does not have any record of earnings in the UI system. It is also worth noting the employer signed an employment verification for 3/21/2016.
- 6) In the case of Taylor, Frances, the employer reported to the OIG the individual's employment date was 11/16/2016, although having previously signed an employment verification form for 3/21/2016. There are no UI records for this individual. We were able to contact this individual, who claims that due to a disability the individual has never worked.
- 7) In the case of Sherill, Celetha, UI record shows earnings in the fourth quarter of 2015 with Accurate Event Group, Inc.; the same employer claimed to the OIG that the individual started work on 3/16/2017. The same employer signed an employment verification for Northside confirming the individual worked the event of 3/21/2016.

It seems evident that there are discrepancies, which are not attributable to anything that could have been prevented by Youth Co-Op, Inc.

Even in cases that the OIG was able to validate with the employer, we found discrepancies in the data reported to the different systems of verification. In the case of Hamilton, Johnnie, the Ms.



Mary T. Cagle, Inspector General
June 27, 2018
Page 6 of 6

individual was reported by the Northside Career Center as working on 8/11/15. The employer confirmed to the OIG and via the employment verification that the individual was working on 8/11/15. The Work Number shows the individual worked with the same employer in 2012 and 2013 in numerous events, but it does not show earnings for 8/11/15 in their records. Therefore, we would not have been able to use other means of verification, except what the employer provided to us.

This demonstrates that no system is completely accurate or sufficiently reliable to be able to validate the placement information.

Additionally, access to information that the OIG staff reviewed after more than one year had passed, was not available at the time the placement was entered into EFM. Youth Co-Op could not have obtained the documentation from the UI system, Wage Credit Database, or Work Number (if applicable) when the placement was recorded.

Staff worked with representatives from employers, Centerplate and Accurate Event Group, Inc., to organize job fairs/mass recruitments. These employer representatives signed the employment verification, confirming that the individuals referred to their job openings were placed into employment. As explained above, Youth Co-Op Inc. has in place procedures for checks and balances to ensure documentation is as accurate as possible prior to entering data into the EFM system and for billing. When inaccuracies are detected, we remove the placement from the invoice, and do not request credit for it.

We performed our due diligence and maintained compliance with our contractual obligations. As a result, we respectfully assert that we should not be financially impacted for the reasons stated above.

Sincerely,

Maria Rodriguez
President



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6A

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 recommends 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

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6B

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 recommends 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

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6C

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 recommends 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: 8/16/2018

AGENDA ITEM NUMBER: 6D

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 recommends 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: 8/16/2018

AGENDA ITEM NUMBER: 6E

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 recommends 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: 8/16/2018

AGENDA ITEM NUMBER: 6F

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

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 \$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 June 21, 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 recommends 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 Employers 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

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6G

AGENDA ITEM SUBJECT: FLORIDA COLLEGE PLAN SCHOLARSHIPS

AGENDA ITEM TYPE: **APPROVAL**

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

On June 21, 2018, the SFWIB met to approve the recommended agenda items; however, a quorum was not satisfied. To proceed with 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., SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to Stanley G. Tate Florida Prepaid College Foundation, Inc. in amount not to exceed \$1,902,687. The Executive Committee recommends to the SFWIB to ratify the approval action.

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 |



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6H

AGENDA ITEM SUBJECT: FISCAL YEAR 2018 - 2019 BUDGET

AGENDA ITEM TYPE: **APPROVAL**

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

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the annual budgeted revenues and expenditures for the South Florida Workforce Investment Board, SFWIB staff requested authorization from the SFWIB Executive Committee for the Fiscal Year 2018-2019 Budget. The Executive Committee recommends to the SFWIB to ratify the approval action.

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

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6I

AGENDA ITEM SUBJECT: ACCEPTANCE OF WORKFORCE FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to accept \$823,746 in Workforce Funding, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the administration of workforce services, SFWIB staff requested authorization from the SFWIB Executive Committee to accept Florida Department of Economic Opportunity (DEO) Workforce Funding in amount not to exceed \$823,746. The Executive Committee recommends to the SFWIB to ratify the approval action.

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 - \$400,000
- 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: 8/16/2018

AGENDA ITEM NUMBER: 6J

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

AGENDA ITEM TYPE: **APPROVAL**

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

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operation of the Pre-Apprenticeship Internship Program, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to Miami-Dade County Public Schools in an amount not to exceed \$15,000. The Executive Committee recommends to the SFWIB to ratify the approval action.

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 are currently 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

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6K

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

AGENDA ITEM TYPE: **APPROVAL**

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

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue providing employment and training services, SFWIB staff requested authorization from the SFWIB Executive Committee to work with CareerSource Florida and Florida Department of Economic Opportunity (DEO) to submit the required documentation for the board to be a direct provider of services. The Executive Committee recommends to the SFWIB to ratify the approval action.

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: 8/16/2018

AGENDA ITEM NUMBER: 6L

AGENDA ITEM SUBJECT: ACCEPTANCE OF ADDITIONAL NATIONAL EMERGENCY GRANT FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to accept \$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 June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue providing services to individuals who relocated from Puerto Rico and the Virgin Islands to Florida, SFWIB staff requested authorization from the SFWIB Executive Committee to accept additional National Emergency Grant Funds for Hurricane Irma and Hurricane Maria evacuees in an amount not to exceed \$388,291. The Executive Committee recommends to the SFWIB to ratify the approval action.

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 a Notice of Fund Availability (NFA) from the United States Department of Labor through the Department of Economic Opportunity (DEO) in the State of Florida 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: 8/16/2018

AGENDA ITEM NUMBER: 6M

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to allocate \$75,673 in Workforce Innovation and Opportunity Act (WIOA) Youth funds to Youth Service Providers 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:

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the Miami Dade Pre-Apprenticeship Internship Program, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to the Youth Service Providers responsible for administering the program in an amount not to exceed \$75,673. The Executive Committee recommends to the SFWIB to ratify the approval action.

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: 8/16/2018

AGENDA ITEM NUMBER: 6N

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to allocate \$54,382 in Temporary Assistance for Needy Families funds to Youth Service Providers 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 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the TechHire Internship Program, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to the Youth Service Providers responsible for administering the program in an amount not to exceed \$54,382. The Executive Committee recommends to the SFWIB to ratify the approval action.

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: 8/16/2018

AGENDA ITEM NUMBER: 60

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to allocate \$165,735 in Temporary Assistance for Needy Families funds to Youth Service Providers to issue TechHire Summer Bootcamp stipends to 261 youth who complete 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:

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the TechHire Summer Bootcamp Program, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to the Youth Service Providers responsible for administering the program in an amount not to exceed \$165,735. The Executive Committee recommends to the SFWIB to ratify the approval action.

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: 8/16/2018

AGENDA ITEM NUMBER: 6P

AGENDA ITEM SUBJECT: NEW AND EXISTING TRAINING PROVIDERS AND PROGRAMS

AGENDA ITEM TYPE: **APPROVAL**

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

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the administration of the SFWIB Eligible Training Providers List, SFWIB staff requested authorization from the SFWIB Executive Committee for the approval of a New Training Provider and Program and a New Program for an Existing Training Provider. The Executive Committee recommends to the SFWIB to ratify the approval action.

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

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6Q

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

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 \$366,000 in Workforce Innovation and Opportunity Act Adult 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:

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the Culinary and Catering Employment Training and Hospitality Certification and Employment Training cohorts, SFWIB staff requested authorization from the SFWIB Executive Committee to allocate funds to Miami Dade College in an amount not to exceed \$366,000. The Executive Committee recommends to the SFWIB to ratify the approval action.

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

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 6R

AGENDA ITEM SUBJECT: WORKFORCE SERVICES CONTRACTORS

AGENDA ITEM TYPE: **APPROVAL**

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

On June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the CareerSource centers, SFWIB staff requested authorization to renew the existing Workforce Services contracts for Program Year (PY) 2018-2019. The Executive Committee recommends to the SFWIB to ratify the approval action.

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: 8/16/2018

AGENDA ITEM NUMBER: 6S

AGENDA ITEM SUBJECT: YOUTH SERVICES CONTRACTORS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Executive Committee recommends to the SFWIB to ratify the authorization to the SFWIB staff to renew the existing Youth Services 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 June 21, 2018, the SFWIB met to approve recommended agenda items; however, a quorum was not satisfied. To continue the operations of the In-School and Out-of-School Youth Programs, SFWIB staff requested authorization to renew the existing Youth Services contracts for Program Year (PY) 2018-2019. The Executive Committee recommends to the SFWIB to ratify the approval action.

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



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 7A

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

AGENDA ITEM TYPE: **APPROVAL**

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

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

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

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

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

FUNDING: Wagner Peyser

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 7B

AGENDA ITEM SUBJECT: ACCEPTANCE OF ADDITIONAL VETERAN FUNDS

AGENDA ITEM TYPE: **APPROVAL**

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

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

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

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

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

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

FUNDING: Disabled and Local Veterans

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 7C

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 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, Occupation 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



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 7D

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: 8/16/2018

AGENDA ITEM NUMBER: 7E

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: 8/16/2018

AGENDA ITEM NUMBER: 7F

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: 8/16/2018

AGENDA ITEM NUMBER: 8A

AGENDA ITEM SUBJECT: FINANCIAL REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

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

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 8B

AGENDA ITEM SUBJECT: APPROVAL TO UPDATE ACCOUNTING POLICIES AND PROCEDURES

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to update the South Florida Workforce Investment Board Accounting Policies and Procedures, as set forth below.

STRATEGIC GOAL: **CELEBRATED, BENCHMARK LEADER IN BEST PRACTICES**

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

BACKGROUND:

On December 17, 2015, the SFWIB approved an update to the South Florida Workforce Investment Board (SFWIB) Accounting Policies and Procedures. The SFWIB Accounting Policies & Procedures Manual updates include enhancements to the internal control procedures, revisions in performance payments to service provider, payroll and cost allocation plan, as well as changes in employee responsibilities.

The following are revisions to the Accounting Policies and Procedures:

1. Section II A, Board of Directors, Executive and Audit Committees, has been updated to reflect the new committee structure and names.
2. Section III A, Internal Controls, has been revised to include a requirement that all staff members who have access to the MIP Accounting Software update and revise their passwords on a quarterly basis.
3. Section III E, Monitoring Activities for Both Agency and Service Providers was updated to only include Monitoring Activities for Service Providers since the agency is already monitored by the funding sources and the external auditors.
4. Section VII A, Purchasing, has been revised to require that the Facility Manager approve all utilities-related invoices.
5. Section VII.D - Service Provider Payments has been revised to include the procedures for payments to service providers who have performance-based contracts with SFWIB.
6. Section VIII B, Payroll Processing Procedures, has been updated to delete the section that pertains to the distribution of live checks to employees. Currently, all employees are under direct deposit.

7. Section X.A. Acquisition, Control and Disposition of Fixed Assets, has been update to reflect the new capitalization threshold of \$5,000.
8. Section XIV Appendix D – Staff Responsibilities has been updated to reflect the realignment of responsibilities among members of the Finance Staff.
9. Setion XI.B. Cost Allocation Plan -- has been revised to reflect the adoption of the Indirect Cost Rate methodology.

FUNDING: All Funding Streams

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 8C

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 \$1,336,904 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) to receive and administer workforce services:

| Funding | Type | Amount |
|------------------------------|--------------------------|---------------|
| Supplement WIOA FY 2018-2019 | New Award | \$ 716,081 |
| WIOA | Performance Incentive | \$ 518,469 |
| Wagner-Peyser | Performance Incentive | \$ 88,473 |
| Disabled Veteran | Additional Program Funds | \$ 10,175 |
| Local Veteran Program Funds | Additional Program Funds | \$ 3,706 |

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: WIOA, Wagner Peyser, Veteran Programs

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 8D

AGENDA ITEM SUBJECT: COMMERCIAL FOODS AND CULINARY ARTS TRAINING

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to allocate an amount not to exceed \$62,560 in Workforce Innovation and Opportunity Act funds to Miami-Dade County Public Schools for a Commercial Foods and Culinary Arts Training, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

Hospitality and Tourism is an ever-growing economic engine in South Florida. This industry sector has and continues to be faced with entry level labor and skills readiness shortages. To address the concerns, Miami-Dade County Public Schools (The School Board) developed a Commercial Foods and Culinary Arts Training (CFCAT) cohorts to help bridge the gap between the underserved population and the workforce deficit faced by the industry; specifically in the areas of food services.

The CFCAT cohort is a collaborative partnership between the South Florida Workforce Investment Board (SFWIB) and The School Board 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 14-week CFCAT cohorts will prepare up to 40 SFWIB eligible participants to successfully complete the program 350 hour training 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 The School Board will provide relevant training services. The total cost for two cohorts is \$62,560.

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 be in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami Dade County Public Schools, an allocation not to exceed \$62,560 in Workforce Innovation and Opportunity Act (WIOA) funds for Commercial Foods and Culinary Arts Training.

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE:

Commercial Foods and Culinary Arts Training

Number of Participants Served - 40

Number of Participants to Complete Training - 28

Number of Participants to be Placed into Jobs - 20

Number of Cohorts - 2

Average Wage - \$11.83

Net Economic Benefit - \$21,478

Return-On-Investment - \$6.87

Economic Impact - \$429,568.dollars in salaries generated

ATTACHMENT

Culinary Arts Proposal

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

The Commercial Foods and Culinary Arts Profession including Restaurants, Hotels, and Cruise Lines are actively looking for qualified individuals to employ.

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

- Remediation – to raise the level of basic skills
- ESOL – English for Speakers of Other Languages
- Commercial Arts and Culinary Arts/Professional Culinary Arts & Hospitality
- Baking & Pastry Arts
- Culinary Vegetarian & Plant Based Specialty

All classes are taught by certified instructors with an abundance of cooking experience. Local Bakers, Chefs, Cooks, and Restaurateurs will address the class to talk about the opportunities available to students successfully completing the program. These courses will be offered in a contained classroom and Commercial Kitchen. The curriculum will be presented in multiple ways to facilitate the learning style of each participant with an emphasis on theory and hands-on activities to better prepare students for real world applications.

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

- Find employment with entry-level skills
- Choose a career
- Articulate to a post-secondary program

Program Offerings

- Orientation
- Employability Skills
- Work Ethics
- Safety
- Sanitation
- Baker
- Cook

Schedule

Follows the Miami-Dade County Public Schools approved calendar. Classes are offered Monday through Friday beginning at 8:00 a.m. The program requires a minimum of 20 students per class for 14 weeks totaling 350 hours. Classes begin when the first 20 students

are identified with subsequent classes to follow, or as needed. Career Source has the option to offer classes with less than twenty students at the established cost.

Certification

Students mastering the competencies of the course will complete with certification from Miami-Dade County Public Schools and Serve Safe.

Services Provided

- Administration and Supervision
- Classroom and Kitchen
- Curriculum
- Certified Instructors
- Guest Speakers
- Drug Testing
- Registration
- Books
- M-DCPS Certificate
- Materials and Supplies

Partnerships

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

Placement

Miami-Dade County Public Schools takes great pleasure in having a high percentage of its graduates enter the local workforce.

With our many partners participating in the training, growth, and placement of students, and with all the restaurants and hotels in the Miami area, there should be jobs waiting for these individuals.

Cost

The total cost of the 350 hour class including all the books, certificates and other services previously listed will be \$1564.00 per student.

\$896.00 Tuition (350 hours x \$2.56 per hour = \$896.00)
\$ 15.00 Registration
\$ 5.00 School Identification Badge
\$ 50.00 Drug Test
\$ 275.00 Books
\$ 150.00 Serve Safe Certification
\$ 50.00 Uniform
\$ 105.00 Supplies and Material Fee
\$ 18.00 Insurance
\$1564.00 Total

revised 06/28/18



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 8E

AGENDA ITEM SUBJECT: CONSTRUCTION TECHNOLOGY TRAINING, CONSTRUCTION TECHNOLOGY & FORKLIFT TRAINING, AND PRIVATE SECURITY OFFICER TRAINING

AGENDA ITEM TYPE: **APPROVAL**

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

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

At its August 17, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Construction Technology Training (CTT), Construction Technology with Forklift Training (CTFT), and Private Security Guard Training (PSGT) cohorts to help address current and future labor shortages.

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

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

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

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

| Construction (North & South) Training: | Projected Performance | Actual Performance |
|--|-----------------------|--------------------|
| Training Goal | 220 | 147 |
| Total Completed | 154 | 136 |
| Completion Rate | 70% | 92% |

| | | |
|-------------------|---------|---------|
| Total Placed | 108 | 73 |
| Placement Rate | 70% | 54% |
| Average Wage Rate | \$13.49 | \$10.22 |

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

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

FUNDING: Workforce Innovation and Opportunity Act Adult

PERFORMANCE:

Construction Technology and Construction Technology and Forklift Training

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

Private Security Guard Training

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

ATTACHMENT

Construction Technology Proposal

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

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

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

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

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

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

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

Program Offerings

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

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

Schedule

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

Certification

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

Services Provided

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

Partnerships

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

Placement

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

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

Cost

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

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

Revised 06-28-18

Construction and Forklift Proposal

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

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

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

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

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

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

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

Program Offerings

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

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

Schedule

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

Certification

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

Services Provided

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

Partnerships

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

Placement

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

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

Cost

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

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

Revised 06-28-2018

Private Security Officer

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

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

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

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

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

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

- Articulate to a post-secondary program (hours vary by program)

Program Offerings

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

Schedule

Follows the Miami-Dade County Public Schools approved calendar. The program requires a minimum of 20 students per class. Classes will begin Monday, August 20, 2018 after the first 20 students are identified with subsequent classes to follow as needed.

Certification/Licensure

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

Services Provided

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

Partnerships

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

Placement

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

Cost

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

Estimated Cost Structure

| Description of Itemized Service & Classroom Utilities | Cost |
|--|-----------------------|
| Tuition (40 hours x \$2.56 per hour = \$102.40) " | \$102.40 |
| Registration | \$15.00 |
| School Identification Badge | \$5.00 |
| Drug Test | \$50.00 |
| Finger Printing Processing Fee | \$42.00 |
| License Fee (Class D) | \$45.00 |
| Books | \$50.00 |
| | Emblems \$5.00 |
| | Badge \$12.00 |
| | Security Belt \$15.00 |
| | Pants \$20.00 |
| | Shirt \$20.00 |
| | Cap \$12.00 |
| Supplies and Materials (Total Est. Uniform Costs) | \$218.87 |
| Tools (to be retained by students) | \$60.00 |
| Insurance | \$18.00 |
| | Total \$690.27 |

Revised 06/28/2018



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 8F

AGENDA ITEM SUBJECT: ALLOCATE FUNDING TO THE EARLY LEARNING COALITION

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board to ratify a contract and allocation amount of \$800,075 in Temporary Assistance for Needy Families (TANF) funds to the Early Learning Coalition of Miami-Dade/Monroe, Inc., as set forth below.

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

STRATEGIC PROJECT: **Develop specific programs and initiatives**

BACKGROUND:

The Early Learning Coalition of Miami-Dade/Monroe, Inc. (ELC) is a nonprofit organization dedicated to ensuring early care and education for children in Miami-Dade and Monroe counties. Through a variety of affordable and innovative early education and voluntary pre-kindergarten programs, the Coalition serves more than 50,000 children, from birth to 12 years old, and their families.

Founded in 2000, the Coalition is among 31 similar organizations in the State of Florida established following the enactment of the School Readiness Act, which consolidated Florida's early learning services into one integrated program.

The ELC in partnership with the SFWIB to include the children of Temporary Assistance to Needy Families (TANF) and Transitional Child Care (TCC) customers as one of their enrollment priorities, as well as, providing services to the mandated categories of children that they serve.

Currently, the ELC has served 23,011 children whose parents have transitioned from the Temporary Assistance for Needy Families (TANF) program. A total of \$6,368,636 of School Readiness dollars cover childcare. Additionally, the ELC has served 9,176 children whose parents are receiving TANF. A total of \$3,451,692 of School Readiness dollars were expended to cover childcare. The ELC currently provide services for workforce referrals at an average expense of \$298K monthly.

For PY2017-2018, the ELC maximized its School Readiness funding and was allowed to utilize up to 10 percent of PY18-19 funding to cover current fiscal year expenditures. These dollars will ensure that all of the children currently enrolled will remain in care.

In an effort to pay child care for TANF / TCC job seekers and maximize the expenditure of TANF funds allocated to CSSF, authorization was requested to execute a contract with the Early Learning Coalition of South Florida (ELC). The amount of the contract is \$800,075 from March 2018 through May 2018. The contract covered cost for TANF families (i.e., TANF Mandatory or TANF Transitional) served and referred by CSSF to the ELC for child care services. The child care per cost student is \$269.38. The SFWIB had \$800,075 in TANF funds to obligate, and expended by June 30, 2018. A total of 2,971 children were served.

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 SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to the Early Learning Coalition (ELC) of Miami-Dade/Monroe, Inc., an allocation not to exceed \$800,075 in TANF funds to provide child care services to SFWIB Transitional Care Customers to assist the participants in attaining and maintaining employment and economic self-sufficiency.

FUNDING: Temporary Assistance for Needy Families (TANF)

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9A

AGENDA ITEM SUBJECT: MIAMI COMMUNITY VENTURES

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to authorize staff to allocate an amount not exceed \$300,000 in Workforce Innovation and Opportunity Act dollars to the Beacon Council Foundation for Miami Community Ventures Pilot, as set for below.

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

STRATEGIC PROJECT: **Partner with economic development**

BACKGROUND:

Miami Community Ventures is an innovative approach to connecting social welfare recipients “structurally unemployed” and under-employed individuals to living wage jobs, for sustainable social impact. The target audience of eligible program participants/recipients includes individuals who are social welfare recipients (members of LMI sector), returning citizens, at-risk youth (19 - 29 yrs.), or disabled: with emphasis on the female head-of-household and veteran sub-groups.

The program, designed to deliver long-term economic benefits to our communities, includes wrap-around support services in the areas of job training, child care, success coaching, education (emphasis financial literacy), and social services; for an extended period of time of up to three years. The Miami Community Ventures (MCV) program is based off a proven model run in Michigan which generated successful state audited results that exceeded all objectives.

Partners with an interest in giving back to community, job creation, sustainable economic development, and alleviating poverty in our under-served communities; are extending their services and support as members of the MCV community stakeholder team. Specific roles are to be defined with the help of community partners stakeholder input, focused on ensuring all activities work together to best assist our community clients. MBDC will serve as a conduit and aims to launch a pilot version of the program in July 2018.

Miami Community Ventures Pilot Objectives:

- Objective: The objective of the Miami Community Ventures (MCV) program is to connect low income “structurally unemployed” and under-employed individuals, to sustainable living wage jobs.
- Target: The target CV client audience is defined as individuals who are social welfare recipients, returning citizens, at-risk youth (19 - 29 yrs.), or disabled; with emphasis on the female head-of-household and veteran sub-groups.
- Strategy: Apply a hybrid of the Michigan case study model, which generated successful state audited results, to the launch of a pilot initiative in Miami-Dade County.

The Miami-Dade Beacon Council (MDBC) will serve as a conduit and will convene partner organizations, facilitating operational next steps. MDBC will also provide Michigan case study framework.

Pilot Location:

The markets selected for the pilot via feedback from community partners are Liberty City, Overtown, and Goulds. Markets were determined based on quantitative variables (population density of the target audience, poverty, crime rate, unemployment rate) and qualitative considerations (number of existing programs directed to target audience, geographic coverage, areas serviced by most or all program partners, etc.); and funding availability.

| | |
|----------------------------------|---|
| Corporate / Foundation | Organizations/Service Providers |
| Allegany Franciscan Ministrtries | Camillus House |
| Bank of America | CareerSource South Florida |
| BankUnited | Carrie Meek Foundation |
| Baptist Health | Chapman Partnership |
| Boeing | City of Miami - Office of Resilience & Sustainability |
| Chase Foundation | Early Learning Coalition |
| Children's Trust | Collective Empowerment Group |
| Sun Trust | Goodwill Industries |
| Uber | Kairos Prison Ministry |
| United Way | Legal Services of Greater Miami |

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 the Beacon Council Foundation, Inc. an allocation not to exceed \$300,000 in WIOA Funds for Miami Community Ventures pilot.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Miami Community Ventures

SPEC SHEET (front)

Objective (specific to the pilot)

Objective: The objective of the Miami Community Ventures (MCV) program is to connect low income “structurally unemployed” and under-employed individuals, to sustainable living wage jobs.

Target: The target CV client audience is defined as individuals who are social welfare recipients, returning citizens, at-risk youth (19 - 29 yrs.), or disabled; with emphasis on the female head-of-household and veteran sub-groups.

Strategy: Apply a hybrid of the Michigan case study model, which generated successful state audited results, to the launch of a pilot initiative in Miami-Dade County.

The Miami-Dade Beacon Council (MDBC) will serve as a conduit and will convene partner organizations, facilitating operational next steps. MDBC will also provide Michigan case study framework.

Description

Miami Community Ventures is an innovative approach to connecting social welfare recipients “structurally unemployed” and under-employed individuals to living wage jobs, for sustainable social impact. The target audience of eligible program participants/recipients includes individuals who are social welfare recipients (members of LMI sector), returning citizens, at-risk youth (19 - 29 yrs.), or disabled: with emphasis on the female head-of-household and veteran sub-groups.

The program, designed to deliver long-term economic benefits to our communities, includes wrap-around support services in the areas of job training, child care, success coaching, education (emphasis financial literacy), and social services; for an extended period of time of up to three years. The Miami Community Ventures (MCV) program is based off a proven model run in Michigan which generated successful state audited results that exceeded all objectives.

Partners with an interest in giving back to community, job creation, sustainable economic development, and alleviating poverty in our under-served communities; are extending their services and support as members of the MCV community stakeholder team. Specific roles are to be defined with the help of community partners stakeholder input, focused on ensuring all activities work together to best assist our community clients. MBDC will serve as a conduit and aims to launch a pilot version of the program in July 2018.

Potential Partners

| Corporate/Foundation | Organizations/Service Providers | | |
|---|---|---|--|
| <ul style="list-style-type: none"> • Allegany Franciscan Ministries • Bank of America • BankUnited • Baptist Health • Boeing • Chase Foundation • Children's Trust • SunTrust • Uber • United Way | <ul style="list-style-type: none"> • Camillus House • CareerSource SF • Carrie Meek Foundation • Chapman Partnership • City of Miami - Office of Resilience and Sustainability, ACCESS Miami, Dept. of Transp. • Early Learning Coalition • Collective Empowerment Grp • Goodwill Industries • Kairos Prison Ministry • Ladies Empowerment, LEAP • Legal Services of Greater Miami, Inc. | <ul style="list-style-type: none"> • M-DC – EMD/NANA, Transp., Human Services • MDBC • MDEAT • Neighborhood Housing Services of South Florida • OIC • Riverside House • S. Florida CDC • S. Florida Digital Alliance • S. Florida Health Foundation • Transportation Dept. • Transitions • United Way • Urban League | <ul style="list-style-type: none"> • <u>Emergency Client Funding</u> • Catalyst – Ways to Work • Branches – Ways to Work • Goodwill Industries • United Way • <u>Evaluation/Auditing</u> • FIU Metropolitan Center • UM- B School, Civic Engage • Other |

Pilot Location

The markets selected for the pilot via feedback from community partners are **Liberty City, Overtown, and Goulds**. Markets were determined based on quantitative variables (population density of the target audience , poverty, crime rate, unemployment rate) and qualitative considerations (number of existing programs directed to target audience, geographic coverage, areas serviced by most or all program partners, etc.); and funding availability.

Miami Community Ventures

SPEC SHEET (back)

Execution Team / Roles

Exact roles will be defined with stakeholder input.

| | |
|--|--|
| <ul style="list-style-type: none"> • MBDC will serve as conduit • Service providers will deliver • jobs and wrap-around services • Evaluation partners will track results. • Coordinator team will connect / train / maintain / centralize all collaborative relationships & ensure adherence to requirements (e.g. living wage, insurance, sustainability, etc.) | <p><u>Services</u></p> <ul style="list-style-type: none"> ➤ Relationships management with all entities ➤ Recruitment and confirmation of hiring partners (employers) and role agreements ➤ Job/ Employee Connections ➤ Legal support (e.g. ex-offenders' records, employability, etc.) ➤ Ex-Offenders ➤ Social Services ➤ Emergency Funding ➤ Work preparedness / training ➤ Mentorship – in work environment and outside ➤ University partnerships ➤ Results tracking and reporting ➤ Transportation – candidate to and from work ➤ Child Care Services ➤ Funding and fundraising ➤ Career Pathing – information, programming ➤ Housing – immediate & purchasing options moving forward |
|--|--|

Measures

The pilot initiative will be tracked closely. Results will be incorporated into the final Miami-Dade County program.

| <u>Jobs</u> | <u>Services</u> | <u>ROI</u> |
|--|---|--|
| <ul style="list-style-type: none"> • # of job placements • Retention (6 mos./1 yr.+) • Wages (high, low, average) • Type of positions • Participant type – social service recipient, disabled, returning citizens (youth 19-29, veterans), female HH, veterans • Break-out by employer • Break-out by zip code of participants • # of promotions | <ul style="list-style-type: none"> • Social services assistance /monitoring • Housing – status, changes, challenges • Transportation – status, changes • Child Care – needs, costs, status • Emergency Funds – source, type, frequency, amount, pay-back method, outcome • Service delivery quality rating • Training – type, amount | <ul style="list-style-type: none"> • Unemployment tracking • Tax payments • Recidivism reduction • Crime rate reduction • Insurance status, gains, losses • Transition from being dependent on gov. funds to contributing to government <p>Need access to this information</p> <p><i>Tracking of government costs or income associated with each.</i></p> |

Time-Line:

An RFP process will be used to assist in identifying the lead community partner servicers. The RFP will be issued by May 18th, 2018. The pilot version of the program is expected to launch in July 2018.

- | | |
|--|---|
| <ul style="list-style-type: none"> • May 18, 2018 – RFP issued • June 1, 2018 – RFP closed (responses due) | <ul style="list-style-type: none"> • June 15, 2018 – service partners confirmed • July 30, 2018 – pilot is launched |
|--|---|

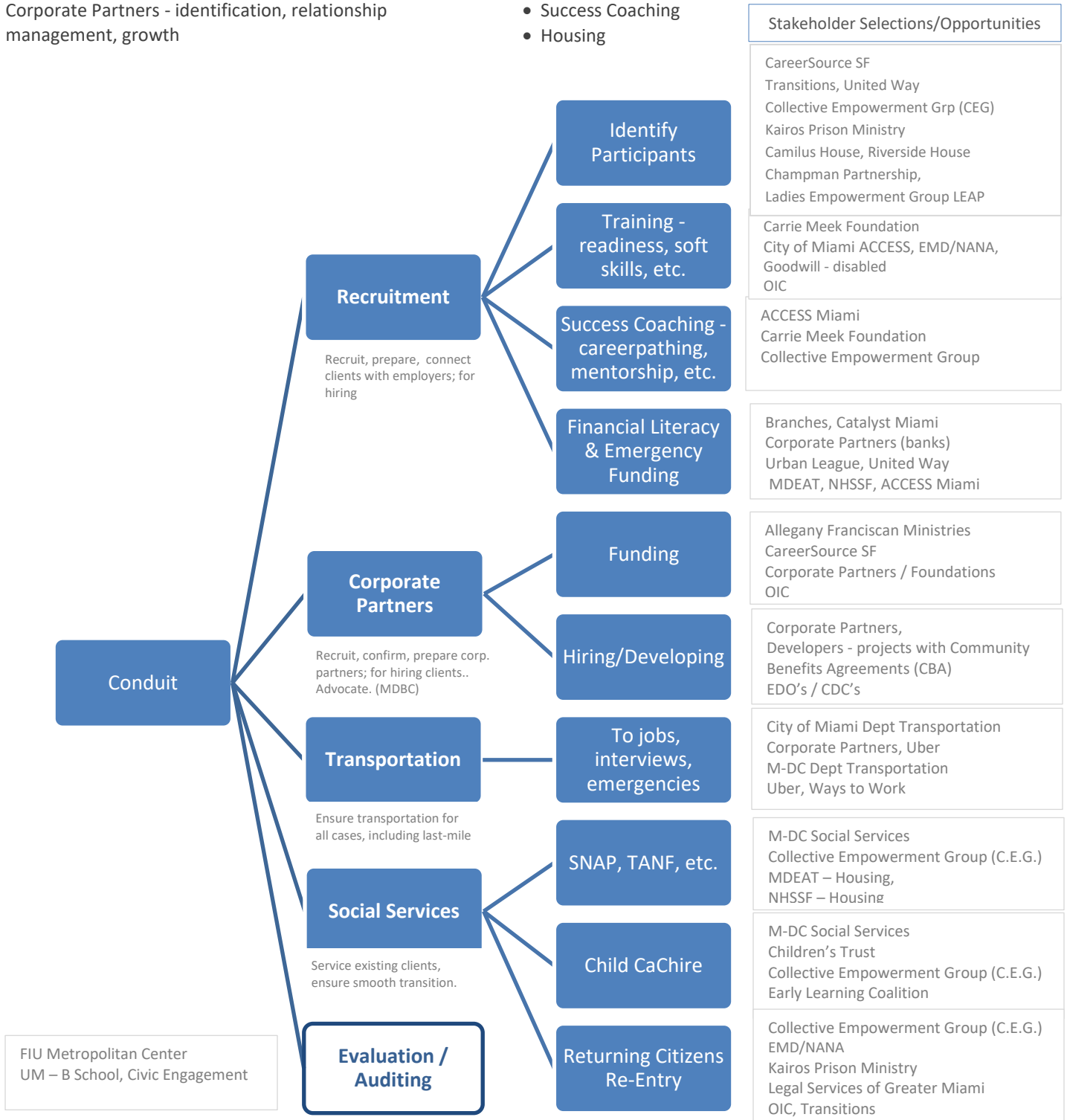
Miami Community Ventures

Operational Services Chart

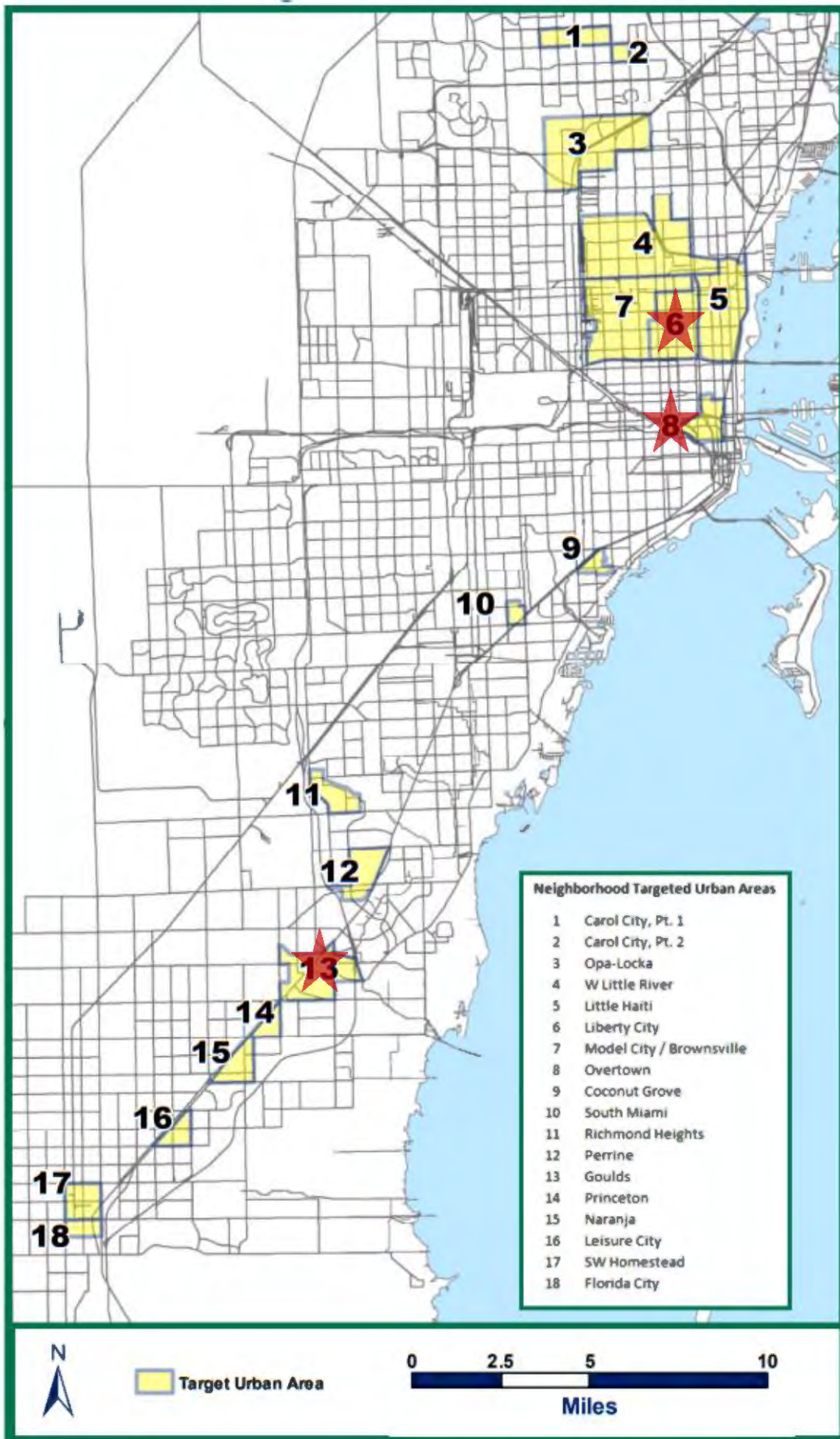
Wrap Around Services

- Child Care
- Emergency Funding
- Financial Literacy Training
- Work Readiness Training
- Transportation (to jobs, emergencies, interviews)
- Corporate Partners - identification, relationship management, growth

- On the job training
- Mentorship - at jobs and outside of jobs
- Career Pathing Counseling
- Social Services – SNAP, TANF, etc.
- Returning Citizens – records, bonding, training, etc.
- Success Coaching
- Housing



Miami Community Ventures
Map



MARKET DATA

Miami Community Ventures

Pilot Markets Overview Grid

| Commission District | Community | Population | Living Wage | | Living Wage 1-Adult, 1-Child | Per Capita Income | Unemployment Rate (%) | # Households | | Overall Crime |
|---|--------------|---------------|-------------|-------------|------------------------------|-------------------|-----------------------|-------------------|-------|---------------|
| | | | 1-Adult | 1-Child | | | | Living in Poverty | Crime | |
| #2 - Monestime / #3 - Edmonson | Liberty City | 23,212 | \$12.29 | \$26.35 | \$3,001 - \$71,448 | 25.0% | 3,358 | 25.58 | | |
| #3 - Edmonson | Overtown | 10,157 | \$12.29 | \$26.35 | \$6,279-\$38,557 | 29.8% | 1900 | 30.15 | | |
| #9 - Moss | Goulds | 16,000 | \$12.29 | \$26.35 | \$7,672 - \$19,527 | 17.5% | 1,271 | 8.69 | | |
| | | 49,369 | | | | | | | | |
| | | | \$25,563.20 | \$54,808.00 | | | | | | |
| Sources: MD County, FIU Metropolitan Cntr 2014/15, MIT Living Wage Calculator (Miami-Dade County) | | | | | | | | | | |

Miami Community Ventures

LIBERTY CITY

Full Scorecard:

| Criteria/Indicators | Scoring Guidelines | Score | | | |
|-------------------------------------|---|----------------------|--------------------|------------|-----------|
| | | 2013 | 2014 | Difference | Change |
| I. Jobs/Economic Development | | | | | |
| 1. Median Household Income | Increase in median household income (Black) | \$9,764 - \$43,571 | \$7,743-\$49,155 | 12.8% | increase |
| 2. Per Capita Income | Increase in per capita income | \$4,469 - \$18,129 | \$3,001-\$21,448 | 18.3% | increase |
| 3. Poverty | Decrease in the poverty rate (households below poverty level) | 3395 | 3358 | 37 | decrease |
| 4. Labor Force | Increase in the labor force | 54% | 53.9% | 0.1% | no change |
| 5. Employment | Decrease in the unemployment rate | 24.3% | 25% | 0.7% | increase |
| 6. New Business Activity | Increase in number of new businesses | 571 | 460 | 111 | decrease |
| II. Housing | | | | | |
| 1. Owner-occupied Units | Increase of owner-occupied housing units | 39.3% | 32.5% | 6.8% | decrease |
| 2. Owner-occupancy by Race | Increase in owner occupancy by race(blacks or African American only) | 85.7% | 81.4% | 4.3% | decrease |
| 3. Home Values | Increase in median home values | \$48,300 - \$266,000 | \$45,800-\$148,000 | 44.4% | decrease |
| 4. Housing Vacancies | Decrease in the housing vacancy rate | 20.5% | 27.7% | 7.2% | increase |
| 5. Owner Affordability | Decrease in the number of cost-burdened owner households | 51.3% | 46.0% | 5.3% | decrease |
| 6. Renter Affordability | Decrease in the number of cost-burdened renter households | 65.4% | 66.9% | 1.5% | increase |
| 7. Foreclosure Filings | Decrease in foreclosure filings | 13 | 279 | 266 | increase |
| III. Education | | | | | |
| 1. Educated Adults | Increase in the population 25+ with high school diploma or college degree | 54.8% | 54.4% | 0.4% | decrease |
| 2. Educated Young Adults | Increase in the population 18-24 with high school diploma or college degree | 52.1% | 50.7% | 1.4% | decrease |
| 3. High School Graduates | Increase in the high school graduation rate | 81.4% | 82.5% | 1.1% | increase |
| 4. Student Retention | Decrease in the student dropout rate | 3.5% | 1.9% | 1.6% | decrease |
| IV. Criminal Justice | | | | | |
| 1. Overall Crime | Decrease in the violent crime rate | 19.93 | 25.58 | 5.65 | increase |
| 2. Juvenile Crime | Decrease in the juvenile crime rate | 46.0 | 37.0 | 9.0 | decrease |
| 3. Police Arrests | Decrease in drug crime rate | 20 | 11 | 9 | decrease |
| 4. Pedestrian Safety | Decrease in property crime rate | 104.35 | 75.38 | 28.97 | decrease |

Miami Community Ventures

LIBERTY CITY



Demographics

Population: 23,212
 Female 59.7%
 Male 46.2%
 Under 5 Years 8.3%
 5 to 17 Years 19.5%
 18 to 34 Years 24.6%
 35 to 54 Years 26.1%
 55 and Over 21.4%
 65 and Over 11.4%
 18 and Over 71.7%
 Black or African American Alone: 88.0%
 White – Non-Hispanic: 2.0%
 Hispanic or Latino: 15.0%

Economic Development

Median Household Income: \$21,507
 Black \$7,743 - \$49,155
 White, non-Hispanic 0
 Hispanic or Latino \$8,636 - \$117,786
 Per Capita Income: \$3,001 - \$21,448
 Number Living Below Poverty: 3,358
 Family Households 27.0%
 Non-Family Households 16.0%
 Percent in Labor Force: 53.9%
 Percent Employed 40.5%
 Percent Unemployed 25.0%

Education

Percent of Population 25 + with:
 Less than High School Diploma 22.3%
 High School Diploma/GED 43.1%
 Some College/Associate's Degree 21.4%
 Bachelor's Degree 6.6%
 Graduate/Professional Degree 1.3%
 Graduation Rate (2014-15): 82.5%
 White %
 Black 83.1%
 Hispanic 75.0%
 Dropout Rate (2014-15): 1.9%

Housing

Median Home Value: \$45,800- \$148,000
 Owner-Occupied Units: 2,504
 Black 80.4%
 White – Non-Hispanic: 1.8%
 Hispanic 22.1%
 Median Gross Rent: \$552 - \$2,000
 Renter-Occupied Units: 5,305
 Black 89.0%
 White – Non-Hispanic 1.9%
 Hispanic 10.3%
 Housing Vacancy Rate: 27.7%

Miami Community Ventures

Liberty City

| | |
|--|--|
| <p>Housing Units and Types</p> <p>Number of Housing Units: 7,797 Single-Family Housing Units: 59.5% Multi-Family Housing Units: 39.7% Other Housing Units: 1.0%</p> <p>Foreclosures</p> <p>Number of Foreclosures: 279</p> <p>Juvenile Crime</p> <p>Population Under 18: 6,820 Crime Types: Violent Crimes: 77 Property Crimes: 52 Drug Crimes: 11 Other Crimes: 112 Crime Severity: Misdemeanors: 88 Felonies: 121 N/A: 43 Crime Rate (per 1,000 population): 37</p> <p>Business Activity</p> <p>Total Number of Businesses (2014): 460</p> | <p>Cost-Burdened Housing Units</p> <p>Owner-Occupied Housing Units: 2,545 Cost-Burdened Housing Units: 46.0% Renter-Occupied Housing Units: 5,252 Cost-Burdened Housing Units: 66.9%</p> <p>Overall Crime</p> <p>Violent Crimes (per 1,000 population): 25.58 Property Crimes (per 1,000 population): 75.38</p> <p>Community Resources</p> <p>Child, Family and School Social Services: 39 Public Health Social Services: 5 Health and Substance Abuse Social Services: 6 Total Resources: 44</p> |
|--|--|

Miami Community Ventures

OVERTOWN

Full Scorecard:

| Criteria/Indicators | | Scoring Guideposts | | Score | |
|-------------------------------------|---|----------------------|--------------------|------------|-----------|
| | | 2013 | 2014 | Difference | Change |
| I. Jobs/Economic Development | | | | | |
| 1. Median Household Income | Increase in median household income (Black) | \$9,737 - \$36,625 | \$8,558-\$38,984 | 6.4% | increase |
| 2. Per Capita Income | Increase in per capita income | \$7,028 - \$36,750 | \$6,279-\$38,557 | 5.0% | increase |
| 3. Poverty | Decrease in the poverty rate (households below poverty level) | 1850 | 1900 | 50 | increase |
| 4. Labor Force | Increase in the labor force | 51.2% | 52.4% | 1.2% | increase |
| 5. Employment | Decrease in the unemployment rate | 24.2% | 29.8% | 5.6% | increase |
| 6. New Business Activity | Increase in number of new businesses | 299 | 286 | 13 | decrease |
| II. Housing | | | | | |
| 1. Owner-occupied Units | Increase of owner-occupied housing units | 20.8% | 20.7% | 0.1% | no change |
| 2. Owner-occupancy by Race | Increase in owner occupancy by race (blacks or African American only) | 51.9% | 54.1% | 2.2% | increase |
| 3. Home Values | Increase in median home values | \$86,200 - \$268,400 | \$55,400-\$220,800 | 17.7% | decrease |
| 4. Housing Vacancies | Decrease in the housing vacancy rate | 26.8% | 22.1% | 4.7% | decrease |
| 5. Owner Affordability | Decrease in the number of cost-burdened owner households | 47.3% | 50.3% | 3.0% | increase |
| 6. Renter Affordability | Decrease in the number of cost-burdened renter households | 59.1% | 59.3% | 0.2% | increase |
| 7. Foreclosure Filings | Decrease in foreclosure filings | 3 | 9 | 6 | increase |
| III. Education | | | | | |
| 1. Educated Adults | Increase in the population 25+ with high school diploma or college degree | 50.0% | 49.2% | 0.8% | decrease |
| 2. Educated Young Adults | Increase in the population 18-24 with high school diploma or college degree | 36.4% | 39.4% | 3.0% | increase |
| 3. High School Graduates | Increase in the high school graduation rate | 82.7% | 82.7% | 0% | no change |
| 4. Student Retention | Decrease in the student dropout rate | 4.8% | 3.5% | 1.3% | decrease |
| IV. Criminal Justice | | | | | |
| 1. Overall Crime | Decrease in the violent crime rate | 23.77 | 30.15 | 6.38 | increase |
| 2. Juvenile Crime | Decrease in the juvenile crime rate | 47.0 | 49.3 | 2.3 | increase |
| 3. Police Arrests | Decrease in drug crime rate | 11 | 22 | 11 | increase |
| 4. Pedestrian Safety | Decrease in property crime rate | 92.12 | 76.72 | 15.4 | decrease |

Miami Community Ventures

OVERTOWN



Demographics

Population: 10,157
 Female 53.4%
 Male 46.6%
 Under 5 Years 8.4%
 5 to 17 Years 16.5%
 18 to 34 Years 26.3%
 35 to 54 Years 26.5%
 55 and Over 22.2%
 65 and Over 11.3%
 18 and Over 75.0%
 Black or African American Alone: 62.1%
 White – Non-Hispanic: 7.6%
 Hispanic or Latino: 34.0%

Economic Development

Median Household Income: \$9,638 - \$37,083
 Black \$8,558 - \$38,984
 White, non-Hispanic \$41,429 - \$57,500
 Hispanic \$8,971 - \$47,417
 Per Capita Income: \$6,279 - \$38,557
 Number Living Below Poverty: 1,900
 Family Household 22.3%
 Non-Family Households 28.0%
 Percent in Labor Force: 52.4%
 Percent Employed 36.5%
 Percent Unemployed 29.8%

Education

Percent of Population 25 + with:
 Less than High School Diploma 32.2%
 High School Diploma/GED 32.0%
 Some College/Associate's Degree 22.3%
 Bachelor's Degree 9.7%
 Graduate/Professional Degree 3.8%
 Graduation Rate (2014-15): 82.7%
 White *%
 Black 79.1%
 Hispanic 82.0%
 Dropout Rate (2013-14): 3.5%

Housing

Median Home Value: \$55,400 - \$220,800
 Owner-Occupied Units 924
 Black 54.1%
 White – Non-Hispanic 7.0%
 Hispanic 38.9%
 Median Gross Rent: \$289 - \$868
 Renter-Occupied Units: 3,289
 Black 65.4%
 White – Non-Hispanic 4.9%
 Hispanic 29.8%
 Housing Vacancy Rate: 22.1%

Miami Community Ventures

Overtown

| Housing Units and Types | Cost-Burdened Housing Units |
|---|---|
| Number of Housing Units: 5,117 | Owner-Occupied Housing Units: 640 |
| Single-Family Housing Units: 23.5% | Cost-Burdened Housing Units: 50.3% |
| Multi-Family Housing Units: 76.5% | Renter-Occupied Housing Units: 3,162 |
| Other Housing Units: 0% | Cost-Burdened Housing Units: 59.3% |
| Foreclosures | |
| Number of Foreclosures: 9 | |
| Juvenile Crime | Overall Crime |
| Population Under 18: 2,535 | Violent Crimes (per 1,000 population): 30.15 |
| Crime Types: | Property Crimes (per 1,000 population): 76.72 |
| Violent Crimes 23 | |
| Property Crimes 29 | |
| Drug Crimes 22 | |
| Other Crimes 51 | |
| Crime Severity: | |
| Misdemeanors 49 | |
| Felonies 59 | |
| N/A 17 | |
| Crime Rate (per 1,000 population): 49.3 | |
| Business Activity | Community Resources |
| Total Number of Businesses (2014): 286 | Child, Family and School Social Services: 46 |
| | Medical and Public Health Social Services: 36 |
| | Health and Substance Abuse Social Services: 7 |
| | Total Resources: 54 |

Miami Community Ventures

GOULDS

Full Scorecard:

| Criteria/Indicators | | Scoring Guideposts | | Score | |
|------------------------------|---|----------------------|--------------------|------------|----------|
| I. Jobs/Economic Development | | 2013 | 2014 | Difference | Change |
| 1. Median Household Income | Increase in median household income (black) | \$18,438 - \$77,616 | \$17,347-\$58,261 | 24.9% | decrease |
| 2. Per Capita Income | Increase in per capita income | \$8,515 - \$20,041 | \$7,672-\$19,527 | 2.6% | decrease |
| 3. Poverty | Decrease in the poverty rate (households below poverty level) | 1226 | 1271 | 45 | increase |
| 4. Labor Force | Increase in the labor force | 62.0% | 58.3% | 3.7% | decrease |
| 5. Employment | Decrease in the unemployment rate | 17.3% | 17.5% | 0.2% | increase |
| 6. New Business Activity | Increase in number of new businesses | 492 | 206 | 286 | decrease |
| II. Housing | | | | | |
| 1. Owner-occupied Units | Increase of owner-occupied housing units | 50.5% | 47.8% | 2.7% | decrease |
| 2. Owner-occupancy by Race | Increase in owner occupancy by race(blacks or African American only) | 42.8% | 41.0% | 1.8% | decrease |
| 3. Home Values | Increase in median home values | \$98,800 - \$358,600 | \$99,800-\$169,600 | 52.7% | decrease |
| 4. Housing Vacancies | Decrease in the housing vacancy rate | 12.4% | 13.0% | 0.6% | increase |
| 5. Owner Affordability | Decrease in the number of cost-burdened owner households | 47.9% | 42.9% | 5.0% | decrease |
| 6. Renter Affordability | Decrease in the number of cost-burdened renter households | 52.6% | 61.4% | 8.8% | increase |
| 7. Foreclosure Filings | Decrease in foreclosure filings | 2 | 36 | 34 | increase |
| III. Education | | | | | |
| 1. Educated Adults | Increase in the population 25+ with high school diploma or college degree | 56.8% | 58.9% | 2.1% | increase |
| 2. Educated Young Adults | Increase in the population 18-24 with high school diploma or college degree | 45.1% | 42.7% | 2.4% | decrease |
| 3. High School Graduates | Increase in the high school graduation rate | 76.3% | 77.6% | 1.3% | increase |
| 4. Student Retention | Decrease in the student dropout rate | 1.0% | 4.3% | 3.3% | increase |
| IV. Criminal Justice | | | | | |
| 1. Overall Crime | Decrease in the violent crime rate | 12.11 | 8.69 | 3.42 | decrease |
| 2. Juvenile Crime | Decrease in the juvenile crime rate | 14.0 | 7.9 | 6.1 | decrease |
| 3. Police Arrests | Decrease in drug crime rate | 5 | 3 | 2 | decrease |
| 4. Pedestrian Safety | Decrease in property crime rate | 46.02 | 41.58 | 4.44 | decrease |

Miami Community Ventures

GOULDS



Demographics

Population: 16,000
 Female 58.3%
 Male 54.9%
 Under 5 Years 8.9%
 5 to 17 Years 22.9%
 18 to 34 Years 25.1%
 35 to 54 Years 27.0%
 55 and Over 16.0%
 65 and Over 12.5%
 18 and Over 98.5%
 Black or African American Alone: 51.0%
 White, Non-Hispanic: 9.0%
 Hispanic or Latino: 51.0%

Economic Development

Median Household Income: \$35,043
 Black \$17,347 - \$58,261
 White, non-Hispanic \$12,073 - \$70,990
 Hispanic or Latino \$13,625 - \$67,279
 Per Capita Income: \$7,672 - \$19,527
 Number Living Below Poverty: 1,271
 Family Households 23.6%
 Non-Family Households 6.0%
 Percent in Labor Force: 58.3%
 Percent Employed 48.0%
 Percent Unemployed 17.5%

Education

Percent of Population 25 + with:
 Less than High School Diploma 19.7%
 High School Diploma/GED 40.2%
 Some College/Associate's Degree 21.7%
 Bachelor's Degree 11.0%
 Graduate/Professional Degree 3.1%
 Graduation Rate (2014-15): 77.6%
 White 90.3%
 Black 71.3%
 Hispanic 83.4%
 Dropout Rate (2014-15): 4.3%

Housing

Median Home Value: \$99,800- \$169,600
 Owner-Occupied Units: 1,778
 Black 41.0%
 White - Non-Hispanic 5.5%
 Hispanic 53.7%
 Median Gross Rent: \$666 - \$1,615
 Renter-Occupied Units: 2,157
 Black 59.0%
 White - Non-Hispanic 3.0%
 Hispanic 63.8%
 Housing Vacancy Rate: 13.0%

Miami Community Ventures

Goulds

Housing Units and Types

Number of Housing Units: 4,301
Single-Family Housing Units: 85.0%
Multi-Family Housing Units: 14.0%
Other Housing Units: 1.0%

Foreclosures

Number of Foreclosures: 36

Juvenile Crime

Population Under 18: 5,915
Crime Types:
Violent Crimes 16
Property Crimes 8
Drug Crimes 3
Other Crimes 20
Crime Severity:
Misdemeanors 21
Felonies 21
N/A 5
Crime Rate (per 1,000 population): 7.9

Business Activity

Total Number of Businesses (2014): 206

Cost-Burdened Housing Units

Owner-Occupied Housing Units: 2,005
Cost-Burdened Housing Units: 42.9%
Renter-Occupied Housing Units: 2,246
Cost-Burdened Housing Units: 61.4%

Overall Crime

Violent Crimes (per 1,000 population): 8.69
Property Crimes (per 1,000 population): 41.58

Community Resources

Child, Family and School Social Services: 7
Public Health Social Services: 0
Health and Substance Abuse Social Services: 0
Total Resources: 7

Miami Community Ventures

PERRINE

Full Scorecard:

| Criteria/Indicators | | Scoring Guideposts | | Score | |
|-------------------------------------|---|-----------------------|---------------------|------------|-----------|
| | | 2013 | 2014 | Difference | Change |
| I. Jobs/Economic Development | | | | | |
| 1. Median Household Income | Increase in median household income (Black) | \$17,328 - \$30,833 | \$22,898-\$34,539 | 12.0% | increase |
| 2. Per Capita Income | Increase in per capita income | \$8,135 - \$20,078 | \$8,918-\$19,161 | 4.6% | decrease |
| 3. Poverty | Decrease in the poverty rate (households below poverty level) | 678 | 600 | 78 | decrease |
| 4. Labor Force | Increase in the labor force | 61.5% | 55.2% | 6.3% | decrease |
| 5. Employment | Decrease in the unemployment rate | 15.9% | 17.5% | 1.6% | increase |
| 6. New Business Activity | Increase in number of new businesses | 228 | 513 | 285 | increase |
| II. Housing | | | | | |
| 1. Owner-occupied Units | Increase of owner-occupied housing units | 22.4% | 24.9% | 2.5% | increase |
| 2. Owner-occupancy by Race | Increase in owner occupancy by race(blacks or African American only) | 79.1% | 89.4% | 10.3% | increase |
| 3. Home Values | Increase in median home values | \$112,800 - \$115,300 | \$106,000-\$117,200 | 1.6% | increase |
| 4. Housing Vacancies | Decrease in the housing vacancy rate | 14.3% | 16.9% | 2.6% | increase |
| 5. Owner Affordability | Decrease in the number of cost-burdened owner households | 50.7% | 47.4% | 3.3% | decrease |
| 6. Renter Affordability | Decrease in the number of cost-burdened renter households | 60.9% | 54.3% | 6.6% | decrease |
| 7. Foreclosure Filings | Decrease in foreclosure filings | 8 | 138 | 130 | increase |
| III. Education | | | | | |
| 1. Educated Adults | Increase in the population 25+ with high school diploma or college degree | 54.6% | 56.2% | 1.6% | increase |
| 2. Educated Young Adults | Increase in the population 18-24 with high school diploma or college degree | 48.6% | 55.6% | 7.0% | increase |
| 3. High School Graduates | Increase in the high school graduation rate | 84.5% | 89.8% | 5.3% | increase |
| 4. Student Retention | Decrease in the student dropout rate | 3.0% | 2.1% | 0.9% | decrease |
| IV. Criminal Justice | | | | | |
| 1. Overall Crime | Decrease in the violent crime rate | 20.88 | 17.81 | 3.07 | decrease |
| 2. Juvenile Crime | Decrease in the juvenile crime rate | 0 | 0 | 0 | no change |
| 3. Police Arrests | Decrease in drug crime rate | 0 | 0 | 0 | no change |
| 4. Pedestrian Safety | Decrease in property crime rate | 67.98 | 55.43 | 12.55 | decrease |

Miami Community Ventures

PERRINE



Demographics

Population: 6,031
 Female 52.9%
 Male 47.1%
 Under 5 Years 8.4%
 5 to 17 Years 16.5%
 18 to 34 Years 26.3%
 35 to 54 Years 26.5%
 55 and Over 22.2%
 65 and Over 11.3%
 18 and Over 75.0%
 Black: 73.3%
 White – Non-Hispanic: 4.0%
 Hispanic or Latino: 20.8%

Economic Development

Median Household Income: \$19,444 - \$30,227
 Black \$22,898-\$34,539
 White, non-Hispanic \$51,786
 Hispanic or Latino \$8,750 - \$17,066
 Per Capita Income: \$8,918 - \$19,161
 Number Living Below Poverty: 600
 Family Households 16.8%
 Non-Family Households 12.6%
 Percent in Labor Force: 55.2%
 Percent Employed 45.6%
 Percent Unemployed 17.5%

Education

Percent of Population 25 + with:
 Less than High School Diploma 26.4%
 High School Diploma/GED 36.4%
 Some College/Associate's Degree 25.8%
 Bachelor's Degree 9.8%
 Graduate/Professional Degree 1.5%
 Graduation Rate (2013-14): 89.8%
 White 97.4%
 Black 82.7%
 Hispanic 88.4%
 Dropout Rate (2013-14): 2.1%

Housing

Median Home Value: \$106,000 - \$117,200
 Owner-Occupied Units: 22.4%
 Black 89.4%
 White – Non-Hispanic 0.0%
 Hispanic 10.6%
 Median Gross Rent: \$808 - \$1,159
 Renter-Occupied Units: 77.6%
 Black 60.9%
 White – Non-Hispanic 2.3%
 Hispanic 36.9%
 Housing Vacancy Rate: 16.9%

Miami Community Ventures

Perrine

| | |
|--|---|
| <p>Housing Units and Types</p> <p>Number of Housing Units: 2,464 Single-Family Housing Units: 55.0% Multi-Family Housing Units: 45.0%</p> <p>Foreclosures</p> <p>Number of Foreclosures: 138</p> | <p>Cost-Burdened Housing Units</p> <p>Owner-Occupied Housing Units: 285 Cost-Burdened Housing Units: 47.4% Renter-Occupied Housing Units: 1,538 Cost-Burdened Housing Units: 54.3%</p> |
| <p>Juvenile Crime</p> <p>Population Under 18: 1,779 <i>No juvenile crimes reported.</i></p> | <p>Overall Crime</p> <p>Violent Crimes (per 1,000 population): 17.81 Property Crimes (per 1,000 population): 55.43</p> |
| <p>Business Activity</p> <p>Total Number of Businesses (2014): 513</p> | <p>Community Resources</p> <p>Child, Family and School Social Services: 42 Medical and Public Health Social Services: 11 Health and Substance Abuse Social Services: 7 Total Resources: 49</p> |



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9B

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

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$250,000 in Workforce Innovation and Opportunity Act Youth funds to Miami-Dade County Public Schools for the Miami-Dade Youth Pre-Apprenticeship Career and Technical Training Initiative, as set forth below.

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

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

BACKGROUND:

At its August 17, 2017 meeting, the South Florida Workforce Investment Board (SFWIB) approved the Miami-Dade Youth Pre-Apprenticeship Career and Technical Training Program. The pre-apprenticeship training is a twenty-three month specialized program that targeted 120 Workforce Innovation and Opportunity Act (WIOA) eligible Miami-Dade County Public Schools (M-DCPS) 11th and 12th grade students in six M-DCPS throughout Miami Dade County. The program is designed to fill the employment gap by exposing students to the various trades.

During the first year of the program, 11th graders were to complete 150 classroom-training hours. The second year, 12th graders will complete an additional one hundred fifty 150 classroom-training hours in one of the Pre-Apprenticeship programs. Due to the program starting later in the school year, 99 M-DCPS 11th grade students were able to only complete 68 of the 150 program hours required in first year.

As a result, the students were given the opportunity to participate in a paid pre-apprenticeship summer internship to help make up the remaining 82 hours. Of the 99 11th grade students, 30 participated in the summer pre-apprenticeship internship program and will and have those hours count toward the 150 hours that are required for the first year of the training. The M-DCPS will offer a modified schedule to ensure the remaining 69 students who did not participate in the pre-apprenticeship summer internship program, have the ability to make up the remaining hours required for first year. Once completed, the 150 hours will count towards the 300 total program completion hours in their 12th grade year.

In order to further expose youth to the pre-apprenticeship opportunities, SFWIB staff is requesting to expand the initiative to include an additional 23-month program. The cost breakdown is as follows:

| Cohort | Program Year | Number of Participants | Cost |
|----------------|---------------------|-------------------------------|------------------|
| Year 2 | 2017-18 | 99 | \$125,000 |
| Year 1 | 2018-19 | 120 | \$125,000 |
| Totals: | | 219 | \$250,000 |

Through this collaborative partnership between the SFWIB and M-DCPS, this program will provide up to two hundred and nineteen participating students with a network of resources that offers a unique pathway into employment.

In following the procurement process of Miami-Dade County, Administrative Order No.:3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interests of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award an allocation not to exceed \$250,000 in Workforce Innovation and Opportunity Youth funds to Miami-Dade County Public Schools for the Miami-Dade Youth Pre-Apprenticeship Career and Technical Training initiative.

FUNDING: Workforce Innovation and Opportunity Act Youth

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9C

AGENDA ITEM SUBJECT: TAKE STOCK IN CHILDREN SCHOLARSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$250,000 in Temporary Assistance for Needy Families funds to Big Brother Big Sisters of Miami, Inc. for Take Stock in Children (TSIC) program administration, as set forth below.

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

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

BACKGROUND:

On June 21, 2018, the SFWIB approved an allocation of \$1,902,687 in Temporary Assistance for Needy Families (TANF) funds to purchase 78 Florida College Plan Scholarships, 13, 2019 two-year scholarships and 65, 4-year scholarships. However, the aforementioned allocations did not include the administrative costs for the program. Take Stock in Children, Inc. (TSIC) works with economically disadvantaged youth and their families. The program's main mission is to keep youth in school and offer scholarships to those who successfully complete high school.

In the past, the scholarship program was managed by Take Stock in Children, Inc; however, on July 1, 2018 TSIC announced their collaborative partnership with Big Brothers Big Sisters of Miami, Inc. (BBBS-Miami) through a lead agency agreement. Big Brother Big Sister of Miami will serve as the administrator and fiscal agent for the all of the agencies that have been allocated scholarships.

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

There are a total of five participating agencies. Each agency is responsible for program implementation and case management; and will work together to keep youth in-school and offer scholarships to those who successfully complete high school. The agencies also provide educational, social, and mentoring services to youth who are classified as at-risk and not likely to enroll in post-secondary institution. In order to ensure that youth receive multiple services offered by each agency and BBBS-Miami, youth will participate in dual activities in both respective agencies.

In following the procurement process of Miami-Dade County, Administrative Order No.:3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interests of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award an allocation not to exceed \$250,000 in Temporary Assistance to Needy Families funding to Big Brothers Big Sisters of Miami, Inc. for the programmatic and administrative cost of the Take Stock in Children Scholarship Program.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9D

AGENDA ITEM SUBJECT: NEW TRAINING PROVIDER AND PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

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

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

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

BACKGROUND:

In accordance with Section 122 of the Workforce Innovation and Opportunity Act, 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 for the review and approval of the Council.

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

- Jetmapp School of Nursing, Inc. d/b/a Jetmapp Med Training
New Program: Patient Care Technician – Diploma

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Training Vendor Program Information for: Jetmapp Med Training

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

| | | | | | | | | | | | | | | | | | | | 2018-2019 TOL Wage Rate | | | |
|-------------------------------------|------------|---|--------------|-------------|-------------------------------------|--------------|------------------------------------|------------|----------------|---------------|------------|-------------------|-------------------------|---------------------|-------------------|---------------------|------------------------|------------|--|---------|---------|--------------------------|
| Proposed Training Program | Credential | Location/ Campus | Credit Hours | Clock Hours | Course Length (estimated in months) | Tuition Cost | Application Registration Fees Cost | Books Cost | Materials Cost | Uniforms Cost | Tools Cost | Testing Fees Cost | Certification Fees Cost | Licensing Fees Cost | Other Fees/ Costs | Total Program Costs | Pell Eligible (Yes/No) | CIP Code | 2018-2019 TOL Related Occupations (SOC & Name) | Entry | Mean | Quadrant Category |
| Diploma/Certificate Programs | | | | | | | | | | | | | | | | | | | | | | |
| Patient Care Technician | Diploma | Jetmapp Med Training 20451 NW 2nd Avenue,#101 Miami Gardens, FL 33169 | N/A | 600 | 6 months | \$2,300.00 | \$75.00 | \$395.00 | N/A | \$60.00 | \$70.00 | \$155.00 | \$210.00 | N/A | \$75.00 | \$3,340.00 | No | 0351390205 | 29-2099 Health Technologists and Technicians, All Other | \$14.35 | \$20.48 | High Growth/ Low Wage |



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Profit Corporation

JETMAPP SCHOOL OF NURSING, INC.

Filing Information

| | |
|-------------------------|---------------|
| Document Number | P12000089025 |
| FEI/EIN Number | 46-1236202 |
| Date Filed | 10/22/2012 |
| State | FL |
| Status | ACTIVE |
| Last Event | REINSTATEMENT |
| Event Date Filed | 10/25/2017 |

Principal Address

20451 NW 2ND AVENUE
SUITE #101
MIAMI GARDENS, FL 33169

Changed: 10/25/2017

Mailing Address

20451 NW 2ND AVENUE
SUITE #101
MIAMI GARDENS, FL 33169

Changed: 10/25/2017

Registered Agent Name & Address

MIOT-DESMORNES, MYRLENE
20451 NW 2ND AVENUE
SUITE #101
MIAMI GARDENS, FL 33169

Name Changed: 10/25/2017

Address Changed: 10/25/2017

Officer/Director Detail

Name & Address

Title PRES

MIOT-DESMORNES, MYRLENE
20451 NW 2ND AVENUE
SUITE #101
MIAMI GARDENS, FL 33169

Title VP

DESMORNES, AURILUS
20451 NW 2ND AVENUE
SUITE #101
MIAMI GARDENS, FL 33169

Title SEC

MIOT-DESMORNES, MYRLENE
20451 NW 2ND AVENUE
SUITE #101
MIAMI GARDENS, FL 33169

Annual Reports

| Report Year | Filed Date |
|--------------------|-------------------|
| 2016 | 04/25/2016 |
| 2017 | 10/25/2017 |
| 2018 | 04/30/2018 |

Document Images

| | |
|---|--|
| 04/30/2018 -- ANNUAL REPORT | View image in PDF format |
| 10/25/2017 -- REINSTATEMENT | View image in PDF format |
| 04/25/2016 -- ANNUAL REPORT | View image in PDF format |
| 04/29/2015 -- ANNUAL REPORT | View image in PDF format |
| 04/22/2014 -- ANNUAL REPORT | View image in PDF format |
| 03/20/2013 -- ANNUAL REPORT | View image in PDF format |
| 10/22/2012 -- Domestic Profit | View image in PDF format |



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Fictitious Name Search

No Filing History

Submit

Fictitious Name Detail

Fictitious Name

JETMAPP MED TRAINING

Filing Information

Registration Number G13000036641
Status ACTIVE
Filed Date 04/16/2013
Expiration Date 12/31/2018
Current Owners 3
County MULTIPLE
Total Pages 1
Events Filed NONE
FEI/EIN Number 55-0789256

Mailing Address

18350 NW 2ND AVE
SUITE 402
MIAMI GARDENS, FL 33169

Owner Information

DESMORNES, AURILUS
19601 NW 9TH AVENUE
MIAMI GARDENS, FL 33169
FEI/EIN Number: NONE
Document Number: NONE

MIOT-DESMORNES, MYRLENE
19601 NW 9TH AVENUE
MIAMI GARDENS, FL 33169
FEI/EIN Number: NONE
Document Number: NONE

JETMAPP SCHOOL OF NURSING
18350 NW 2ND AVENUE, SUITE #402
MIAMI GARDENS, FL 33169
FEI/EIN Number: 55-0789256
Document Number: P12000089025

Document Images

[04/16/2013 -- Fictitious Name Filing](#)

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Fictitious Name Search

No Filing History

Submit

Florida Department of State, Division of Corporations



COMMISSION FOR INDEPENDENT EDUCATION
ANNUAL LICENSE

This is to certify that
Jetmapp Med Training
20451 NW 2nd Ave #101
Miami Gardens, Florida 33169
Is hereby licensed to offer postsecondary program(s) of instruction

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

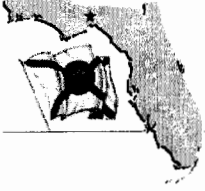
10/1/2017

Samuel Ferguson
Executive Director

5018
License Number

[Signature]
Commission Chairperson

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



Commission for Independent Education

Approved Data

Jetmapp Med Training (ID# 5018)

Corporation Data

Name: Jetmapp School of Nursing, Inc.
Foreign or Domestic: Domestic **Profit or Non Profit:** Profit

Address Data

20451 NW 2nd Ave #101
Miami Gardens, FL 33169
Miami-Dade County

Contact Data

Contact: Ms. Myrlene Miot-Desmornes
Phone: (786) 520-4064 **Phone Ext:**
Fax: (305) 290-8603
E-Mail: jetmappmed@gmail.com
Web Site:

License Data

Lic #: 5018 **Campus Type:** Main
Lic Status: Annual
Program Specialist: Cally Ostwalt
Annual Review Date: 9/30/2018

| Program Title as Licensed: | Hours: | | Degree Type: | Credential: |
|----------------------------|--------|--------|--------------|-------------|
| | Clock | Credit | | |
| Home Health Aide | 75 | | | Diploma |
| Nursing Assistant | 120 | | | Diploma |
| Patient Care Technician | 600 | | | Diploma |

Cally Ostwalt

Cally Ostwalt
Program Specialist
Commission for Independent Education

Jetmapp Med Training (#5018)

20451 NW 2nd Ave #101
Miami Gardens, FL 33169

[Map](#)

Contact: Myrlene Miot-Desmornes

Phone: (786) 520-4064

Fax: (305)290-8603

Email: jetmappmed@gmail.com

Website:

License Status: Annual

Licensed Since: 8/15/2013

Programs Offered

| Program Title | Credential | Clock Hours | Credit Hours | CIP Code |
|-------------------------|------------|-------------|--------------|------------|
| Nursing Assistant | Diploma | 120 | | 0351390200 |
| Patient Care Technician | Diploma | 600 | | 0351390205 |
| Home Health Aide | Diploma | 75 | | 0351260200 |

[Return to School Search.](#)

| Standard Occupational Code | Occupational Title | # of Persons in EFM w / Qualifications | # of Persons in Training based on PY17-18 | # of Jobs in EFM PY17-18 | Help Wanted Jobs | Annual Openings Base on LMI Data 2016-2024 | Demand / Supply Rate (Short-Term) | Demand / Supply Rate (Long-Term) | Annual Growth Percentage Change | PY17-18 Average Hourly Wage | Quadrant Category | | Education Level |
|----------------------------|--|--|---|--------------------------|------------------|--|-----------------------------------|----------------------------------|---------------------------------|-----------------------------|-------------------|---------------|---------------------------|
| | | | | | | | | | | | Growth Category | Wage Category | |
| | | | | | | | | | | | | | |
| 291041 | Optometrists | 7 | - | - | - | 199 | N/A | 0.04 | 22.7% | 40.32 | High Growth | High Wage | Master's or Higher Degree |
| 291051 | Pharmacists | 14 | - | 2 | 151 | 925 | 0.09 | 0.02 | 6.1% | 58.20 | Low Growth | High Wage | Master's or Higher Degree |
| 291062 | Family and General Practitioners | 22 | - | - | 105 | 551 | N/A | 0.04 | 9.2% | 0.00 | Low Growth | Low Wage | Master's or Higher Degree |
| 291063 | Internists, General | 34 | - | 1 | - | 144 | 34.00 | 0.24 | 12.5% | 0.00 | High Growth | Low Wage | Master's or Higher Degree |
| 291065 | Pediatricians, General | 1 | - | - | - | 98 | N/A | 0.01 | 11.3% | 66.94 | High Growth | High Wage | Master's or Higher Degree |
| 291066 | Psychiatrists | 5 | - | - | - | 85 | N/A | 0.06 | 18.8% | 44.62 | High Growth | High Wage | Master's or Higher Degree |
| 291067 | Surgeons | 2 | - | 1 | - | 132 | 2.00 | 0.02 | 19.5% | 0.00 | High Growth | Low Wage | Master's or Higher Degree |
| 291069 | Physicians and Surgeons, All Other | 69 | - | 3 | - | 992 | 23.00 | 0.07 | 19.4% | 90.17 | High Growth | Low Wage | Master's or Higher Degree |
| 291071 | Physician Assistants | 11 | - | 1 | - | 274 | 11.00 | 0.04 | 25.0% | 50.49 | High Growth | High Wage | Bachelor's Degree |
| 291081 | Podiatrists | 3 | - | - | - | 29 | N/A | 0.10 | 10.8% | 54.63 | High Growth | High Wage | Master's or Higher Degree |
| 291122 | Occupational Therapists | 5 | - | 5 | - | 199 | 1.00 | 0.03 | 16.0% | 38.13 | High Growth | High Wage | Master's or Higher Degree |
| 291123 | Physical Therapists | 6 | - | 2 | 145 | 790 | 0.04 | 0.01 | 23.9% | 36.63 | High Growth | High Wage | Master's or Higher Degree |
| 291124 | Radiation Therapists | 1 | - | - | - | 27 | N/A | 0.04 | 16.5% | 39.84 | High Growth | High Wage | Associate Degree |
| 291125 | Recreational Therapists | 3 | - | - | - | 14 | N/A | 0.21 | 5.0% | 25.91 | Low Growth | High Wage | Bachelor's Degree |
| 291126 | Respiratory Therapists | 3 | - | - | - | 389 | N/A | 0.01 | 9.4% | 25.84 | Low Growth | High Wage | Associate Degree |
| 291127 | Speech-Language Pathologists | 4 | - | 2 | - | 248 | 2.00 | 0.02 | 16.9% | 39.41 | High Growth | High Wage | Master's or Higher Degree |
| 291128 | Exercise Physiologists | - | - | - | - | 5 | N/A | 0.00 | 11.1% | 22.34 | High Growth | High Wage | Master's or Higher Degree |
| 291131 | Veterinarians | 6 | - | 2 | - | 102 | 3.00 | 0.06 | 10.3% | 50.82 | High Growth | High Wage | Master's or Higher Degree |
| 291141 | Registered Nurses | 118 | - | 41 | 2,260 | 8,860 | 0.05 | 0.01 | 14.4% | 31.10 | High Growth | High Wage | Associate Degree |
| 291171 | Nurse Practitioners | 18 | - | - | - | 500 | N/A | 0.04 | 32.8% | 47.16 | High Growth | High Wage | Master's or Higher Degree |
| 291181 | Audiologists | 2 | - | - | - | 28 | N/A | 0.07 | 18.2% | 37.39 | High Growth | High Wage | Master's or Higher Degree |
| 291199 | Health Diagnosing and Treating Practitioners, All Other | 13 | - | - | - | 246 | N/A | 0.05 | 14.3% | 26.74 | High Growth | High Wage | Master's or Higher Degree |
| 292011 | Medical and Clinical Laboratory Technologists | 21 | - | 1 | 125 | 352 | 0.17 | 0.06 | 10.3% | 30.09 | High Growth | High Wage | Associate Degree |
| 292012 | Medical and Clinical Laboratory Technicians | 35 | - | 2 | - | 355 | 17.50 | 0.10 | 18.0% | 17.16 | High Growth | Low Wage | Associate Degree |
| 292021 | Dental Hygienists | 8 | - | 1 | - | 325 | 8.00 | 0.02 | 16.3% | 27.28 | High Growth | High Wage | Associate Degree |
| 292031 | Cardiovascular Technologists and Technicians | 16 | - | - | 106 | 272 | N/A | 0.06 | 20.0% | 21.31 | High Growth | High Wage | Postsecondary Vocational |
| 292032 | Diagnostic Medical Sonographers | 14 | - | - | - | 324 | N/A | 0.04 | 25.6% | 29.88 | High Growth | High Wage | Postsecondary Vocational |
| 292033 | Nuclear Medicine Technologists | 3 | - | - | - | 51 | N/A | 0.06 | 4.4% | 36.04 | Low Growth | High Wage | Associate Degree |
| 292034 | Radiologic Technologists | 9 | - | - | 172 | 609 | N/A | 0.01 | 12.3% | 26.15 | High Growth | High Wage | Postsecondary Vocational |
| 292035 | Magnetic Resonance Imaging Technologists | 5 | - | - | - | 138 | N/A | 0.04 | 11.2% | 32.73 | High Growth | High Wage | Postsecondary Vocational |
| 292041 | Emergency Medical Technicians and Paramedics | 28 | - | 7 | - | 157 | 4.00 | 0.18 | 10.0% | 14.67 | Low Growth | Low Wage | Associate Degree |
| 292051 | Dietetic Technicians | 13 | - | 3 | - | 22 | 4.33 | 0.59 | 10.0% | 12.96 | High Growth | Low Wage | Postsecondary Vocational |
| 292052 | Pharmacy Technicians | 95 | - | 7 | 416 | 855 | 0.22 | 0.11 | 13.4% | 14.88 | High Growth | Low Wage | Postsecondary Vocational |
| 292053 | Psychiatric Technicians | 29 | - | - | - | 335 | N/A | 0.09 | 16.9% | 13.39 | High Growth | Low Wage | Postsecondary Vocational |
| 292055 | Surgical Technologists | 18 | - | - | 132 | 186 | N/A | 0.10 | 11.5% | 20.52 | High Growth | High Wage | Postsecondary Vocational |
| 292056 | Veterinary Technologists and Technicians | 8 | - | - | - | 140 | N/A | 0.06 | 18.9% | 16.06 | High Growth | Low Wage | Associate Degree |
| 292057 | Ophthalmic Medical Technicians | 8 | - | - | - | 143 | N/A | 0.06 | 20.8% | 20.06 | High Growth | High Wage | Postsecondary Vocational |
| 292061 | Licensed Practical and Licensed Vocational Nurses | 75 | - | 17 | 191 | 1,797 | 0.36 | 0.04 | 14.7% | 21.41 | High Growth | High Wage | Postsecondary Vocational |
| 292071 | Medical Records and Health Information Technicians | 68 | - | 6 | 253 | 561 | 0.27 | 0.12 | 15.0% | 18.15 | High Growth | Low Wage | Associate Degree |
| 292081 | Opticians, Dispensing | 6 | - | 1 | - | 323 | 6.00 | 0.02 | 20.7% | 19.36 | High Growth | High Wage | Associate Degree |
| 292099 | Health Technologists and Technicians, All Other | 42 | - | 2 | - | 368 | 21.00 | 0.11 | 12.9% | 18.00 | High Growth | Low Wage | Postsecondary Vocational |
| 299011 | Occupational Health and Safety Specialists | 9 | - | 2 | - | 55 | 4.50 | 0.16 | 6.8% | 31.61 | Low Growth | High Wage | Postsecondary Vocational |
| 299012 | Occupational Health and Safety Technicians | 6 | - | - | - | 5 | N/A | 1.20 | 4.0% | 22.05 | Low Growth | High Wage | Postsecondary Vocational |
| 299091 | Athletic Trainers | 18 | - | - | - | 49 | N/A | 0.37 | 15.9% | 22.17 | High Growth | High Wage | Bachelor's Degree |
| 299092 | Genetic Counselors | - | - | - | - | 4 | N/A | 0.00 | 15.4% | 29.69 | High Growth | High Wage | Master's or Higher Degree |
| 299099 | Healthcare Practitioners & Technical Workers, All Other | 10 | 7 | 32 | - | 81 | 0.53 | 0.21 | 11.4% | 17.68 | High Growth | Low Wage | Postsecondary Vocational |
| 311011 | Home Health Aides | 230 | - | 21 | - | 1,833 | 10.95 | 0.13 | 33.5% | 11.66 | High Growth | Low Wage | Postsecondary Vocational |
| 311014 | Nursing Assistants | 291 | 2 | 13 | 291 | 3,872 | 0.96 | 0.08 | 14.9% | 11.38 | High Growth | Low Wage | Postsecondary Vocational |
| 312021 | Physical Therapist Assistants | 2 | - | 3 | - | 192 | 0.67 | 0.01 | 25.8% | 27.91 | High Growth | High Wage | Associate Degree |
| 312022 | Physical Therapist Aides | 4 | - | 1 | - | 191 | 4.00 | 0.02 | 27.2% | 11.35 | High Growth | Low Wage | Postsecondary Vocational |
| 319011 | Massage Therapists | 25 | - | - | - | 388 | N/A | 0.06 | 15.3% | 16.84 | High Growth | Low Wage | Postsecondary Vocational |
| 319091 | Dental Assistants | 64 | - | 3 | - | 856 | 21.33 | 0.07 | 16.6% | 15.27 | High Growth | Low Wage | Postsecondary Vocational |
| 319092 | Medical Assistants | 322 | 2 | 16 | 249 | 2,716 | 1.22 | 0.12 | 22.9% | 15.16 | High Growth | Low Wage | Postsecondary Vocational |
| 319093 | Medical Equipment Preparers | 8 | - | - | - | 169 | N/A | 0.05 | 10.5% | 13.68 | High Growth | Low Wage | Postsecondary Vocational |
| 319094 | Medical Transcriptionists | 7 | - | 1 | - | 107 | 7.00 | 0.07 | 4.7% | 16.45 | Low Growth | Low Wage | Postsecondary Vocational |
| 319097 | Phlebotomists | 47 | - | 10 | - | 253 | 4.70 | 0.19 | 17.0% | 13.84 | High Growth | Low Wage | Postsecondary Vocational |
| 319099 | Healthcare Support Workers, All Other | 93 | 9 | 6 | - | 107 | 17.00 | 0.95 | 10.6% | 13.95 | High Growth | Low Wage | Postsecondary Vocational |
| 331011 | First-Line Supervisors of Correctional Officers | 5 | - | - | - | 47 | N/A | 0.11 | 1.6% | 34.64 | Low Growth | High Wage | Postsecondary Vocational |
| 331012 | First-Line Supervisors of Police and Detectives | 1 | - | - | - | 275 | N/A | 0.00 | 6.8% | 54.53 | Low Growth | High Wage | Associate Degree |
| 331021 | First-Line Superv. of Fire Fighting and Prevention Workers | - | - | - | - | 271 | N/A | 0.00 | 9.4% | 55.02 | Low Growth | High Wage | Postsecondary Vocational |
| 331029 | First-Line Superv., Protective Service Workers, All Other | 13 | - | - | 146 | 342 | N/A | 0.04 | 6.6% | 21.37 | Low Growth | High Wage | Postsecondary Vocational |
| 332011 | Firefighters | 4 | - | - | - | 1,185 | N/A | 0.00 | 9.5% | 39.08 | Low Growth | High Wage | Postsecondary Vocational |
| 332021 | Fire Inspectors and Investigators | 2 | - | - | - | 33 | N/A | 0.06 | 10.0% | 28.51 | Low Growth | High Wage | Postsecondary Vocational |
| 333011 | Bailiffs | 3 | - | - | - | 44 | N/A | 0.07 | 10.1% | 21.37 | Low Growth | High Wage | Postsecondary Vocational |
| 333012 | Correctional Officers and Jailers | 79 | - | 1 | - | 1,435 | 79.00 | 0.06 | 5.6% | 28.81 | Low Growth | High Wage | Postsecondary Vocational |

2018-19 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 23 - Miami-Dade and Monroe Counties

Workforce Estimating Conference Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 80 annual openings and positive growth
- 3 Mean Wage of \$15.07/hour and Entry Wage of \$12.25/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$23.62/hour and Entry Wage of \$15.07/hour

| SOC Code† | HSHW†† | Occupational Title† | Annual Percent Growth | Annual Openings | 2017 Hourly Wage | | FLDOE Training Code | In EFI Targeted Industry? | Data Source††† |
|-----------|--------|---|-----------------------------|--------------------|------------------|-------|---------------------------|---------------------------------|-------------------|
| | | | | | Mean | Entry | | | |
| 411011 | | First-Line Supervisors of Retail Sales Workers | 1.03 | 1,727 | 22.65 | 14.90 | 3 | No | R |
| 119051 | HSHW | Food Service Managers | 1.24 | 164 | 42.16 | 27.64 | 4 | No | R |
| 111021 | HSHW | General and Operations Managers | 1.56 | 1,156 | 69.26 | 33.90 | 4 | Yes | R |
| 472121 | | Glaziers | 1.48 | 510 | 17.04 | 12.54 | 3 | No | S |
| 251191 | | Graduate Teaching Assistants | NR | NR | NR | NR | 5 | No | R |
| 271024 | | Graphic Designers | 0.94 | 287 | 22.17 | 13.64 | 4 | Yes | R |
| 292099 | | Health Technologists and Technicians, All Other | 2.13 | 128 | 20.48 | 14.35 | 3 | Yes | R |
| 499021 | | Heating, A.C., and Refrigeration Mechanics and Installers | 1.66 | 405 | 18.44 | 12.52 | 3 | No | R |
| 533032 | | Heavy and Tractor-Trailer Truck Drivers | 1.12 | 1,413 | 18.72 | 12.90 | 3 | Yes | R |
| 434161 | | Human Resources Assistants, Exc. Payroll | 0.40 | 116 | 18.79 | 14.03 | 3 | Yes | R |
| 131071 | HSHW | Human Resources Specialists | 1.14 | 479 | 29.99 | 18.75 | 5 | No | R |
| 499041 | HSHW | Industrial Machinery Mechanics | 2.77 | 162 | 23.77 | 15.83 | 3 | Yes | R |
| 537051 | | Industrial Truck and Tractor Operators | 0.89 | 2,544 | 16.55 | 12.09 | 3 | Yes | S |
| 413021 | HSHW | Insurance Sales Agents | 0.91 | 483 | 39.25 | 18.67 | 3 | Yes | R |
| 271025 | HSHW | Interior Designers | 1.32 | 105 | 26.70 | 16.59 | 4 | Yes | R |
| 252012 | HSHW | Kindergarten Teachers, Except Special Education | 1.57 | 159 | 28.82 | 19.35 | 5 | No | R |
| 436012 | | Legal Secretaries | 0.13 | 303 | 21.98 | 13.96 | 3 | Yes | R |
| 292061 | | Licensed Practical and Licensed Vocational Nurses | 2.18 | 417 | 22.03 | 17.84 | 3 | Yes | R |
| 434131 | | Loan Interviewers and Clerks | 1.12 | 195 | 19.88 | 13.57 | 3 | Yes | R |
| 132072 | HSHW | Loan Officers | 1.06 | 274 | 47.20 | 23.88 | 4 | Yes | R |
| 119081 | HSHW | Lodging Managers | 1.20 | 82 | 39.96 | 23.59 | 4 | No | R |
| 131081 | HSHW | Logisticians | 1.95 | 137 | 35.73 | 19.78 | 5 | Yes | R |
| 514041 | | Machinists | 1.50 | 1,176 | 19.67 | 13.43 | 3 | Yes | S |
| 131111 | HSHW | Management Analysts | 2.76 | 769 | 46.65 | 20.54 | 5 | Yes | R |
| 131161 | HSHW | Market Research Analysts and Marketing Specialists | 2.72 | 620 | 32.60 | 18.29 | 5 | Yes | R |
| 112021 | HSHW | Marketing Managers | 2.10 | 148 | 60.29 | 31.52 | 5 | Yes | R |
| 319011 | | Massage Therapists | 2.50 | 2,111 | 21.51 | 12.66 | 3 | No | S |
| 292012 | | Medical and Clinical Laboratory Technicians | 2.46 | 618 | 18.70 | 12.94 | 4 | Yes | S |
| 292011 | HSHW | Medical and Clinical Laboratory Technologists | 1.29 | 80 | 31.58 | 25.85 | 4 | Yes | R |
| 119111 | HSHW | Medical and Health Services Managers | 2.42 | 177 | 59.60 | 34.35 | 5 | Yes | R |
| 319092 | | Medical Assistants | 3.06 | 8,271 | 15.43 | 12.27 | 3 | Yes | S |
| 292071 | | Medical Records and Health Information Technicians | 2.18 | 139 | 21.28 | 13.41 | 4 | Yes | R |
| 436013 | | Medical Secretaries | 2.31 | 2,944 | 15.60 | 12.20 | 3 | Yes | S |
| 131121 | | Meeting, Convention, and Event Planners | 1.96 | 1,074 | 22.89 | 13.81 | 4 | No | S |
| 252022 | HSHW | Middle School Teachers, Exc. Special & Voc. Education | 1.62 | 292 | 33.76 | 25.23 | 5 | No | R |
| 493042 | | Mobile Heavy Equipment Mechanics, Except Engines | 1.13 | 96 | 22.88 | 16.10 | 3 | Yes | R |
| 151142 | HSHW | Network and Computer Systems Administrators | 1.40 | 210 | 39.11 | 26.64 | 4 | Yes | R |
| 472073 | | Operating Engineers/Construction Equipment Operators | 1.59 | 222 | 19.38 | 15.34 | 3 | No | R |
| 292081 | | Opticians, Dispensing | 2.68 | 506 | 18.48 | 12.64 | 4 | Yes | S |
| 232011 | | Paralegals and Legal Assistants | 1.62 | 543 | 25.60 | 14.92 | 3 | Yes | R |
| 132052 | HSHW | Personal Financial Advisors | 3.62 | 299 | 66.77 | 29.55 | 5 | Yes | R |
| 373012 | | Pesticide Handlers, Sprayers, & Applicators, Vegetation | 1.46 | 526 | 16.69 | 12.52 | 4 | No | S |
| 319097 | | Phlebotomists | 2.59 | 1,100 | 14.94 | 12.04 | 3 | Yes | S |
| 312021 | HSHW | Physical Therapist Assistants | 3.94 | 899 | 31.15 | 24.28 | 4 | Yes | S |
| 472152 | | Plumbers, Pipefitters, and Steamfitters | 1.28 | 237 | 21.80 | 15.39 | 3 | No | R |
| 333051 | HSHW | Police and Sheriff's Patrol Officers | 1.08 | 546 | 33.17 | 24.80 | 3 | No | R |
| 272012 | HSHW | Producers and Directors | 1.39 | 218 | 43.18 | 21.76 | 5 | No | R |
| 119141 | | Property, Real Estate & Community Association Managers | 1.13 | 634 | 27.51 | 13.95 | 4 | No | R |
| 273031 | HSHW | Public Relations Specialists | 1.15 | 278 | 29.60 | 19.29 | 5 | Yes | R |

Training Vendor Program Information for: Compu-Med Vocational Careers, Corp.

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

| | | | | | | | | | | | | | | | | | | | 2018-2019 TOL Wage Rate | | | |
|-------------------------------------|------------|--|--------------|-------------|-------------------------------------|--------------|------------------------------------|------------|----------------|---------------|------------|-------------------|-------------------------|---------------------|-------------------|---------------------|------------------------|------------|--|---------|---------|---------------------------|
| Proposed Training Program | Credential | Location/ Campus | Credit Hours | Clock Hours | Course Length (estimated in months) | Tuition Cost | Application Registration Fees Cost | Books Cost | Materials Cost | Uniforms Cost | Tools Cost | Testing Fees Cost | Certification Fees Cost | Licensing Fees Cost | Other Fees/ Costs | Total Program Costs | Pell Eligible (Yes/No) | CIP Code | 2018-2019 TOL Related Occupations (SOC & Name) | Entry | Mean | Quadrant Category |
| Diploma/Certificate Programs | | | | | | | | | | | | | | | | | | | | | | |
| Medical Assistant | Diploma | Hialeah Main School 2900 West 12th Ave, 3rd Floor Hialeah, FL 33012 | 32.5 | 915 | 11 | \$7,350.00 | \$150.00 | \$250.00 | N/A | N/A | N/A | \$90.00 | N/A | N/A | N/A | \$7,840.00 | Yes | 0351080100 | 319092 Medical Assistant / 319097 Phlebotomist | \$12.27 | \$15.43 | High Growth, Low Wages |



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Profit Corporation

COMPU-MED VOCATIONAL CAREERS CORP.

Filing Information

| | |
|-----------------------------|-------------|
| Document Number | L26453 |
| FEI/EIN Number | 65-0163081 |
| Date Filed | 10/31/1989 |
| State | FL |
| Status | ACTIVE |
| Last Event | NAME CHANGE |
| AMENDMENT | |
| Event Date Filed | 06/27/2000 |
| Event Effective Date | NONE |

Principal Address

2900 WEST 12ND. AVE
3RD FLOOR SUITE # 28
HIALEAH, FL 33012

Changed: 02/02/2005

Mailing Address

2900 WEST 12ND. AVE
3RD FLOOR SUITE # 28
HIALEAH, FL 33012

Changed: 02/09/2012

Registered Agent Name & Address

RODRIGUEZ, MAYRA
500 RAVEN AVENUE
MIAMI SPRINGS, FL 33166

Address Changed: 05/08/1999

Officer/Director Detail

Name & Address

Title PT

RODRIGUEZ, MAYRA
500 RAVEN AVENUE
MIAMI SPRINGS, FL 33166

Title VPS

SANJURJO, MARTHA
4851 S W 67TH AVE
MIAMI, FL

Annual Reports

| Report Year | Filed Date |
|--------------------|-------------------|
| 2016 | 01/07/2016 |
| 2017 | 01/23/2017 |
| 2018 | 03/09/2018 |

Document Images

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| 03/06/2002 -- ANNUAL REPORT | View image in PDF format |
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| 02/29/2000 -- ANNUAL REPORT | View image in PDF format |
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| 05/20/1998 -- ANNUAL REPORT | View image in PDF format |
| 06/04/1997 -- ANNUAL REPORT | View image in PDF format |
| 04/10/1996 -- ANNUAL REPORT | View image in PDF format |
| 05/01/1995 -- ANNUAL REPORT | View image in PDF format |



COMMISSION FOR INDEPENDENT EDUCATION
LICENSE BY MEANS OF ACCREDITATION

This is to certify that
Compu-Med Vocational Careers, Corp.
2900 West 12th Avenue 3rd Floor
Hialeah, Florida 33012
Is hereby licensed to offer postsecondary program(s) of instruction

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

10/1/2017

Samuel J Ferguson
Executive Director

1235
License Number

[Signature]
Commission Chairperson

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

Commission for Independent Education

Approved Data

Compu-Med Vocational Careers, Corp. (ID# 1235)

Corporation Data

Name: Compu-Med Vocational Careers, Corp.
Foreign or Domestic: Domestic **Profit or Non Profit:** Profit

Address Data

2900 West 12th Avenue 3rd Floor
 Hialeah, FL 33012
 Miami-Dade County

Contact Data

Contact: Ms. Djenane Dupoux
Phone: (305) 888-9200 **Phone Ext:**
Fax: (305) 888-7692
E-Mail: hiacora19738@aol.com
Web Site: www.compumed.edu

License Data

Lic #: 1235 **Campus Type:** Main
Lic Status: License By Means of Accreditation
Program Specialist: Christopher DiSalvo
Annual Review Date: 9/30/2018

| Accredited by: | Level of Accreditation: | Last Granted: | Renewal Date: | Next visit Scheduled: |
|----------------|-------------------------|---------------|---------------|-----------------------|
| ACCSC | Institutional | 02/01/2012 | 02/01/2022 | 02/01/2012 |

| Program Title as Licensed: | Hours: | | Degree Type: | Credential: |
|--------------------------------|--------|--------|--------------|-------------|
| | Clock | Credit | | |
| Computer Business Applications | 900 | 35 | | Diploma |
| Dental Assistant | 915 | 30.5 | | Diploma |
| Medical Assistant | 915 | 32.5 | | Diploma |
| Patient Care Technician | 915 | 30.5 | | Diploma |



 Christopher DiSalvo
 Program Specialist
 Commission for Independent Education

Compu-Med Vocational Careers, Corp. (#1235)

2900 West 12th Avenue 3rd Floor
Hialeah, FL 33012

[Map](#)

Contact: Djenane Dupoux

Phone: (305) 888-9200

Fax: (305)888-7692

Email: hiacoral9738@aol.com

Website: www.compumed.edu

License Status: License By Means of Accreditation

Licensed Since: 8/7/1990

Accreditation

Accredited By

ACCSC

Level of Accreditation

Institutional

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

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

Programs Offered

| Program Title | Credential | Clock Hours | Credit Hours | CIP Code |
|--------------------------|----------------|-------------|--------------|-------------------|
| Dental Assistant | Diploma | 915 | 30.5 | 0351060101 |
| Medical Assistant | Diploma | 915 | 32.5 | 0351080100 |
| Patient Care Technician | Diploma | 915 | 30.5 | 0351390205 |

Computer Business
Applications

Diploma

900

35

0511060100

[Return to School Search.](#)

| Standard Occupational Code | Occupational Title | # of Persons in EFM w / Qualifications | # of Persons in Training based on PY17-18 | # of Jobs in EFM PY17-18 | Help Wanted Jobs | Annual Openings Base on LMI Data 2016-2024 | Demand / Supply Rate (Short-Term) | Demand / Supply Rate (Long-Term) | Annual Growth Percentage Change | PY17-18 Average Hourly Wage | Quadrant Category | | Education Level |
|----------------------------|--|--|---|--------------------------|------------------|--|-----------------------------------|----------------------------------|---------------------------------|-----------------------------|-------------------|---------------|---------------------------|
| | | | | | | | | | | | Growth Category | Wage Category | |
| | | | | | | | | | | | | | |
| 291041 | Optometrists | 7 | - | - | - | 199 | N/A | 0.04 | 22.7% | 40.32 | High Growth | High Wage | Master's or Higher Degree |
| 291051 | Pharmacists | 14 | - | 2 | 151 | 925 | 0.09 | 0.02 | 6.1% | 58.20 | Low Growth | High Wage | Master's or Higher Degree |
| 291062 | Family and General Practitioners | 22 | - | - | 105 | 551 | N/A | 0.04 | 9.2% | 0.00 | Low Growth | Low Wage | Master's or Higher Degree |
| 291063 | Internists, General | 34 | - | 1 | - | 144 | 34.00 | 0.24 | 12.5% | 0.00 | High Growth | Low Wage | Master's or Higher Degree |
| 291065 | Pediatricians, General | 1 | - | - | - | 98 | N/A | 0.01 | 11.3% | 66.94 | High Growth | High Wage | Master's or Higher Degree |
| 291066 | Psychiatrists | 5 | - | - | - | 85 | N/A | 0.06 | 18.8% | 44.62 | High Growth | High Wage | Master's or Higher Degree |
| 291067 | Surgeons | 2 | - | 1 | - | 132 | 2.00 | 0.02 | 19.5% | 0.00 | High Growth | Low Wage | Master's or Higher Degree |
| 291069 | Physicians and Surgeons, All Other | 69 | - | 3 | - | 992 | 23.00 | 0.07 | 19.4% | 90.17 | High Growth | High Wage | Master's or Higher Degree |
| 291071 | Physician Assistants | 11 | - | 1 | - | 274 | 11.00 | 0.04 | 25.0% | 50.49 | High Growth | High Wage | Bachelor's Degree |
| 291081 | Podiatrists | 3 | - | - | - | 29 | N/A | 0.10 | 10.8% | 54.63 | High Growth | High Wage | Master's or Higher Degree |
| 291122 | Occupational Therapists | 5 | - | 5 | - | 199 | 1.00 | 0.03 | 16.0% | 38.13 | High Growth | High Wage | Master's or Higher Degree |
| 291123 | Physical Therapists | 6 | - | 2 | 145 | 790 | 0.04 | 0.01 | 23.9% | 36.63 | High Growth | High Wage | Master's or Higher Degree |
| 291124 | Radiation Therapists | 1 | - | - | - | 27 | N/A | 0.04 | 16.5% | 39.84 | High Growth | High Wage | Associate Degree |
| 291125 | Recreational Therapists | 3 | - | - | - | 14 | N/A | 0.21 | 5.0% | 25.91 | Low Growth | High Wage | Bachelor's Degree |
| 291126 | Respiratory Therapists | 3 | - | - | - | 389 | N/A | 0.01 | 9.4% | 25.84 | Low Growth | High Wage | Associate Degree |
| 291127 | Speech-Language Pathologists | 4 | - | 2 | - | 248 | 2.00 | 0.02 | 16.9% | 39.41 | High Growth | High Wage | Master's or Higher Degree |
| 291128 | Exercise Physiologists | - | - | - | - | 5 | N/A | 0.00 | 11.1% | 22.34 | High Growth | High Wage | Master's or Higher Degree |
| 291131 | Veterinarians | 6 | - | 2 | - | 102 | 3.00 | 0.06 | 10.3% | 50.82 | High Growth | High Wage | Master's or Higher Degree |
| 291141 | Registered Nurses | 118 | - | 41 | 2,260 | 8,860 | 0.05 | 0.01 | 14.4% | 31.10 | High Growth | High Wage | Associate Degree |
| 291171 | Nurse Practitioners | 18 | - | - | - | 500 | N/A | 0.04 | 32.8% | 47.16 | High Growth | High Wage | Master's or Higher Degree |
| 291181 | Audiologists | 2 | - | - | - | 28 | N/A | 0.07 | 18.2% | 37.39 | High Growth | High Wage | Master's or Higher Degree |
| 291199 | Health Diagnosing and Treating Practitioners, All Other | 13 | - | - | - | 246 | N/A | 0.05 | 14.3% | 26.74 | High Growth | High Wage | Master's or Higher Degree |
| 292011 | Medical and Clinical Laboratory Technologists | 21 | - | 1 | 125 | 352 | 0.17 | 0.06 | 10.3% | 30.09 | High Growth | High Wage | Associate Degree |
| 292012 | Medical and Clinical Laboratory Technicians | 35 | - | 2 | - | 355 | 17.50 | 0.10 | 18.0% | 17.16 | High Growth | Low Wage | Associate Degree |
| 292021 | Dental Hygienists | 8 | - | 1 | - | 325 | 8.00 | 0.02 | 16.3% | 27.28 | High Growth | High Wage | Associate Degree |
| 292031 | Cardiovascular Technologists and Technicians | 16 | - | - | 106 | 272 | N/A | 0.06 | 20.0% | 21.31 | High Growth | High Wage | Postsecondary Vocational |
| 292032 | Diagnostic Medical Sonographers | 14 | - | - | - | 324 | N/A | 0.04 | 25.6% | 29.88 | High Growth | High Wage | Postsecondary Vocational |
| 292033 | Nuclear Medicine Technologists | 3 | - | - | - | 51 | N/A | 0.06 | 4.4% | 36.04 | Low Growth | High Wage | Associate Degree |
| 292034 | Radiologic Technologists | 9 | - | - | 172 | 609 | N/A | 0.01 | 12.3% | 26.15 | High Growth | High Wage | Postsecondary Vocational |
| 292035 | Magnetic Resonance Imaging Technologists | 5 | - | - | - | 138 | N/A | 0.04 | 11.2% | 32.73 | High Growth | High Wage | Postsecondary Vocational |
| 292041 | Emergency Medical Technicians and Paramedics | 28 | - | 7 | - | 157 | 4.00 | 0.18 | 10.0% | 14.67 | Low Growth | Low Wage | Associate Degree |
| 292051 | Dietetic Technicians | 13 | - | 3 | - | 22 | 4.33 | 0.59 | 10.9% | 12.96 | High Growth | Low Wage | Postsecondary Vocational |
| 292052 | Pharmacy Technicians | 95 | - | 7 | 416 | 855 | 0.22 | 0.11 | 13.4% | 14.88 | High Growth | Low Wage | Postsecondary Vocational |
| 292053 | Psychiatric Technicians | 29 | - | - | - | 335 | N/A | 0.09 | 16.9% | 13.39 | High Growth | Low Wage | Postsecondary Vocational |
| 292055 | Surgical Technologists | 18 | - | - | 132 | 186 | N/A | 0.10 | 11.5% | 20.52 | High Growth | High Wage | Postsecondary Vocational |
| 292056 | Veterinary Technologists and Technicians | 8 | - | - | - | 140 | N/A | 0.06 | 18.9% | 16.06 | High Growth | Low Wage | Associate Degree |
| 292057 | Ophthalmic Medical Technicians | 8 | - | - | - | 143 | N/A | 0.06 | 20.8% | 20.06 | High Growth | High Wage | Postsecondary Vocational |
| 292061 | Licensed Practical and Licensed Vocational Nurses | 75 | - | 17 | 191 | 1,797 | 0.36 | 0.04 | 14.7% | 21.41 | High Growth | High Wage | Postsecondary Vocational |
| 292071 | Medical Records and Health Information Technicians | 68 | 2 | 6 | 253 | 561 | 0.27 | 0.12 | 15.0% | 18.15 | High Growth | Low Wage | Associate Degree |
| 292081 | Opticians, Dispensing | 6 | - | 1 | - | 323 | 6.00 | 0.02 | 20.7% | 19.36 | High Growth | High Wage | Associate Degree |
| 292099 | Health Technologists and Technicians, All Other | 42 | - | 2 | - | 368 | 21.00 | 0.11 | 12.9% | 18.00 | High Growth | Low Wage | Postsecondary Vocational |
| 299011 | Occupational Health and Safety Specialists | 9 | - | 2 | - | 55 | 4.50 | 0.16 | 6.8% | 31.61 | Low Growth | High Wage | Postsecondary Vocational |
| 299012 | Occupational Health and Safety Technicians | 6 | - | - | - | 5 | N/A | 1.20 | 4.0% | 22.05 | Low Growth | High Wage | Postsecondary Vocational |
| 299091 | Athletic Trainers | 18 | - | - | - | 49 | N/A | 0.37 | 15.9% | 22.17 | High Growth | High Wage | Bachelor's Degree |
| 299092 | Genetic Counselors | - | - | - | - | 4 | N/A | 0.00 | 15.4% | 29.69 | High Growth | High Wage | Master's or Higher Degree |
| 299099 | Healthcare Practitioners & Technical Workers, All Other | 10 | 7 | 32 | - | 81 | 0.53 | 0.21 | 11.4% | 17.68 | High Growth | Low Wage | Postsecondary Vocational |
| 311011 | Home Health Aides | 230 | - | 21 | - | 1,833 | 10.95 | 0.13 | 33.5% | 11.66 | High Growth | Low Wage | Postsecondary Vocational |
| 311014 | Nursing Assistants | 291 | 2 | 13 | 291 | 3,872 | 0.96 | 0.08 | 14.9% | 11.38 | High Growth | Low Wage | Postsecondary Vocational |
| 312021 | Physical Therapist Assistants | 2 | - | 3 | - | 192 | 0.67 | 0.01 | 25.8% | 27.91 | High Growth | High Wage | Associate Degree |
| 312022 | Physical Therapist Aides | 4 | - | 1 | - | 191 | 4.00 | 0.02 | 27.2% | 11.35 | High Growth | Low Wage | Postsecondary Vocational |
| 319011 | Massage Therapists | 25 | - | - | - | 388 | N/A | 0.06 | 15.3% | 16.84 | High Growth | Low Wage | Postsecondary Vocational |
| 319091 | Dental Assistants | 64 | - | 3 | - | 856 | 21.33 | 0.07 | 16.6% | 15.27 | High Growth | Low Wage | Postsecondary Vocational |
| 319092 | Medical Assistants | 322 | 2 | 16 | 249 | 2,716 | 1.22 | 0.12 | 22.9% | 15.16 | High Growth | Low Wage | Postsecondary Vocational |
| 319093 | Medical Equipment Preparers | 8 | - | - | - | 169 | N/A | 0.05 | 10.5% | 13.68 | High Growth | Low Wage | Postsecondary Vocational |
| 319094 | Medical Transcriptionists | 7 | - | 1 | - | 107 | 7.00 | 0.07 | 4.7% | 16.45 | Low Growth | Low Wage | Postsecondary Vocational |
| 319097 | Phlebotomists | 47 | - | 10 | - | 253 | 4.70 | 0.19 | 17.0% | 13.84 | High Growth | Low Wage | Postsecondary Vocational |
| 319099 | Healthcare Support Workers, All Other | 93 | 9 | 6 | - | 107 | 17.00 | 0.95 | 10.6% | 13.95 | High Growth | Low Wage | Postsecondary Vocational |
| 331011 | First-Line Supervisors of Correctional Officers | 5 | - | - | - | 47 | N/A | 0.11 | 1.6% | 34.64 | Low Growth | High Wage | Postsecondary Vocational |
| 331012 | First-Line Supervisors of Police and Detectives | 1 | - | - | - | 275 | N/A | 0.00 | 6.8% | 54.53 | Low Growth | High Wage | Associate Degree |
| 331021 | First-Line Superv. of Fire Fighting and Prevention Workers | - | - | - | - | 271 | N/A | 0.00 | 9.4% | 55.02 | Low Growth | High Wage | Postsecondary Vocational |
| 331099 | First-Line Superv., Protective Service Workers, All Other | 13 | - | - | 146 | 342 | N/A | 0.04 | 6.6% | 21.37 | Low Growth | High Wage | Postsecondary Vocational |
| 332011 | Firefighters | 4 | - | - | - | 1,185 | N/A | 0.00 | 9.5% | 39.08 | Low Growth | High Wage | Postsecondary Vocational |
| 332021 | Fire Inspectors and Investigators | 2 | - | - | - | 33 | N/A | 0.06 | 10.0% | 28.51 | Low Growth | High Wage | Postsecondary Vocational |
| 333011 | Bailiffs | 3 | - | - | - | 44 | N/A | 0.07 | 10.1% | 21.37 | Low Growth | High Wage | Postsecondary Vocational |
| 333012 | Correctional Officers and Jailers | 79 | - | 1 | - | 1,435 | 79.00 | 0.06 | 5.6% | 28.81 | Low Growth | High Wage | Postsecondary Vocational |

2018-19 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 23 - Miami-Dade and Monroe Counties

Workforce Estimating Conference Selection Criteria:

- 1 FLDOE Training Code 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
- 2 80 annual openings and positive growth
- 3 Mean Wage of \$15.07/hour and Entry Wage of \$12.25/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$23.62/hour and Entry Wage of \$15.07/hour

| SOC Code† | HSHW†† | Occupational Title† | Annual | | 2017 Hourly Wage | | FLDOE Training Code | In EFI Targeted Industry? | Data Source††† |
|---------------|--------|---|----------------|-----------------|------------------|--------------|---------------------|---------------------------|----------------|
| | | | Percent Growth | Annual Openings | Mean | Entry | | | |
| 411011 | | First-Line Supervisors of Retail Sales Workers | 1.03 | 1,727 | 22.65 | 14.90 | 3 | No | R |
| 119051 | HSHW | Food Service Managers | 1.24 | 164 | 42.16 | 27.64 | 4 | No | R |
| 111021 | HSHW | General and Operations Managers | 1.56 | 1,156 | 69.26 | 33.90 | 4 | Yes | R |
| 472121 | | Glaziers | 1.48 | 510 | 17.04 | 12.54 | 3 | No | S |
| 251191 | | Graduate Teaching Assistants | NR | NR | NR | NR | 5 | No | R |
| 271024 | | Graphic Designers | 0.94 | 287 | 22.17 | 13.64 | 4 | Yes | R |
| 292099 | | Health Technologists and Technicians, All Other | 2.13 | 128 | 20.48 | 14.35 | 3 | Yes | R |
| 499021 | | Heating, A.C., and Refrigeration Mechanics and Installers | 1.66 | 405 | 18.44 | 12.52 | 3 | No | R |
| 533032 | | Heavy and Tractor-Trailer Truck Drivers | 1.12 | 1,413 | 18.72 | 12.90 | 3 | Yes | R |
| 434161 | | Human Resources Assistants, Exc. Payroll | 0.40 | 116 | 18.79 | 14.03 | 3 | Yes | R |
| 131071 | HSHW | Human Resources Specialists | 1.14 | 479 | 29.99 | 18.75 | 5 | No | R |
| 499041 | HSHW | Industrial Machinery Mechanics | 2.77 | 162 | 23.77 | 15.83 | 3 | Yes | R |
| 537051 | | Industrial Truck and Tractor Operators | 0.89 | 2,544 | 16.55 | 12.09 | 3 | Yes | S |
| 413021 | HSHW | Insurance Sales Agents | 0.91 | 483 | 39.25 | 18.67 | 3 | Yes | R |
| 271025 | HSHW | Interior Designers | 1.32 | 105 | 26.70 | 16.59 | 4 | Yes | R |
| 252012 | HSHW | Kindergarten Teachers, Except Special Education | 1.57 | 159 | 28.82 | 19.35 | 5 | No | R |
| 436012 | | Legal Secretaries | 0.13 | 303 | 21.98 | 13.96 | 3 | Yes | R |
| 292061 | | Licensed Practical and Licensed Vocational Nurses | 2.18 | 417 | 22.03 | 17.84 | 3 | Yes | R |
| 434131 | | Loan Interviewers and Clerks | 1.12 | 195 | 19.88 | 13.57 | 3 | Yes | R |
| 132072 | HSHW | Loan Officers | 1.06 | 274 | 47.20 | 23.88 | 4 | Yes | R |
| 119081 | HSHW | Lodging Managers | 1.20 | 82 | 39.96 | 23.59 | 4 | No | R |
| 131081 | HSHW | Logisticians | 1.95 | 137 | 35.73 | 19.78 | 5 | Yes | R |
| 514041 | | Machinists | 1.50 | 1,176 | 19.67 | 13.43 | 3 | Yes | S |
| 131111 | HSHW | Management Analysts | 2.76 | 769 | 46.65 | 20.54 | 5 | Yes | R |
| 131161 | HSHW | Market Research Analysts and Marketing Specialists | 2.72 | 620 | 32.60 | 18.29 | 5 | Yes | R |
| 112021 | HSHW | Marketing Managers | 2.10 | 148 | 60.29 | 31.52 | 5 | Yes | R |
| 319011 | | Massage Therapists | 2.50 | 2,111 | 21.51 | 12.66 | 3 | No | S |
| 292012 | | Medical and Clinical Laboratory Technicians | 2.46 | 618 | 18.70 | 12.94 | 4 | Yes | S |
| 292011 | HSHW | Medical and Clinical Laboratory Technologists | 1.29 | 80 | 31.58 | 25.85 | 4 | Yes | R |
| 119111 | HSHW | Medical and Health Services Managers | 2.42 | 177 | 59.60 | 34.35 | 5 | Yes | R |
| 319092 | | Medical Assistants | 3.06 | 8,271 | 15.43 | 12.27 | 3 | Yes | S |
| 292071 | | Medical Records and Health Information Technicians | 2.18 | 139 | 21.28 | 13.41 | 4 | Yes | R |
| 436013 | | Medical Secretaries | 2.31 | 2,944 | 15.60 | 12.20 | 3 | Yes | S |
| 131121 | | Meeting, Convention, and Event Planners | 1.96 | 1,074 | 22.89 | 13.81 | 4 | No | S |
| 252022 | HSHW | Middle School Teachers, Exc. Special & Voc. Education | 1.62 | 292 | 33.76 | 25.23 | 5 | No | R |
| 493042 | | Mobile Heavy Equipment Mechanics, Except Engines | 1.13 | 96 | 22.88 | 16.10 | 3 | Yes | R |
| 151142 | HSHW | Network and Computer Systems Administrators | 1.40 | 210 | 39.11 | 26.64 | 4 | Yes | R |
| 472073 | | Operating Engineers/Construction Equipment Operators | 1.59 | 222 | 19.38 | 15.34 | 3 | No | R |
| 292081 | | Opticians, Dispensing | 2.68 | 506 | 18.48 | 12.64 | 4 | Yes | S |
| 232011 | | Paralegals and Legal Assistants | 1.62 | 543 | 25.60 | 14.92 | 3 | Yes | R |
| 132052 | HSHW | Personal Financial Advisors | 3.62 | 299 | 66.77 | 29.55 | 5 | Yes | R |
| 373012 | | Pesticide Handlers, Sprayers, & Applicators, Vegetation | 1.46 | 526 | 16.69 | 12.52 | 4 | No | S |
| 319097 | | Phlebotomists | 2.59 | 1,100 | 14.94 | 12.04 | 3 | Yes | S |
| 312021 | HSHW | Physical Therapist Assistants | 3.94 | 899 | 31.15 | 24.28 | 4 | Yes | S |
| 472152 | | Plumbers, Pipefitters, and Steamfitters | 1.28 | 237 | 21.80 | 15.39 | 3 | No | R |
| 333051 | HSHW | Police and Sheriff's Patrol Officers | 1.08 | 546 | 33.17 | 24.80 | 3 | No | R |
| 272012 | HSHW | Producers and Directors | 1.39 | 218 | 43.18 | 21.76 | 5 | No | R |
| 119141 | | Property, Real Estate & Community Association Managers | 1.13 | 634 | 27.51 | 13.95 | 4 | No | R |
| 273031 | HSHW | Public Relations Specialists | 1.15 | 278 | 29.60 | 19.29 | 5 | Yes | R |



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9E

AGENDA ITEM SUBJECT: TECHHIRE SUMMER BOOT CAMPS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board to ratify the contracting of CareerSource South Florida TechHire Summer Boot Camp Training Providers, as set forth below.

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

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

BACKGROUND:

On February 15, 2018, the Board approved \$800,000 in Temporary Assistance for Needy Families (TANF) funds for the CareerSource South Florida TechHire Summer (THS) Boot Camps. The boot camps are designed to enhance the workforce development area's future workforce in the IT Industry by connecting youth participants to both traditional and non-traditional educational resources.

The following training providers have been identified to provide training services for the THS Boot Camps:

| Training Provider | Amount |
|--|-----------|
| JMJ Clutch Enterprises Inc. d/b/a Wyncode Academy | \$90,000 |
| Compu-Design USA Inc. d/b/a Dade Institute of Technology | \$30,000 |
| Florida Vocational Institute Corp. | \$115,980 |
| Miami Dade College | \$30,000 |
| The Academy of South Florida, Inc. d/b/a The Academy | \$150,000 |

The THS boot camps are offered in two, five-week sessions; and each training provider will be responsible for delivering training various locations throughout Miami-Dade County.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9F

AGENDA ITEM SUBJECT: MIAMI DADE COLLEGE APPRENTICESHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$130,000 in Workforce Innovation and Opportunity Act funds to Miami Dade College for year one for the Miami Dade College Apprenticeship Program - GNJ, as set forth below.

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

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

BACKGROUND:

The International Civil Aviation Organization (ICAO) in a recent study concluded that in the next 25 years, airline will add 25,000 new aircraft to their current fleets. By 2026, the industry will need 480,000 new technicians to maintain these aircraft. Experts identified two major challenges in recruiting qualified applicants: accessibility to affordable training for interested candidates and present training capacity insufficient to meet industry demand. Miami Dade College (MDC) has partnered with aircraft maintenance, repair and overhaul (MRO) service company Commercial Jet to develop an apprenticeship program in the occupation of Aviation Structures, Surfaces, Rigging, and Systems Assemblers to address the local skilled talent shortage.

The apprenticeship program requires an 80-hour pre-qualification class for interested applicants. Successful candidates will be designated as an apprentice and begin the two year apprenticeship program comprised of 350 classroom hours of instruction and 4,000 hours of On-the-Job Training (OJT). Upon completion, the apprentice will possess all the required knowledge and skills to become a licensed Aviation Structures and Assembly Technician.

The South Florida Workforce Investment Board (SFWIB) will provide supportive services to each candidate and will reimburse the employer a portion of the OJT salary on a gradual scale. Miami Dade College serves as the apprenticeship sponsor and will provide relevant classroom training services. The total cost to the SFWIB for the two year program is \$130,000.

In following the procurement process of Miami-Dade County, Administrative Order No.:3-38, it is recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interests of the SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award an allocation not to exceed \$130,000 in Workforce Innovation and Opportunity funds for the Miami-Dade College Apprenticeship program.

FUNDING: Workforce Innovation and Opportunity Act (WIOA)

PERFORMANCE: As outlined below:

Year 1

Number of Participants Served – 15

Number of Participants to Complete Training – 15

Number of Participants to be Placed in Jobs – 15

Number of Cohorts - 1

Cost Per Placement - \$10,083.00

Average Wage - \$14.83

Net Economic Benefit - \$19,583

Return-On-Investment - \$1.94

Economic Impact - \$293,750.00

YEAR 2

Number of Participants Served - 15

Number of Participants to Complete Training - 15

Number of Participants to be Placed in Jobs - 15

Number of Cohorts - 1

Cost Per Placement - \$0.00

Average Wage - \$18.17

Net Economic Benefit - \$36,340

Return-On-Investment - \$0.00

Economic Impact - \$545,100

PROJECT TOTAL

Number of Participants Served – 15

Number of Participants to Complete Training – 15

Number of Participants to be Placed in Jobs – 15

Number of Cohorts - 1

Cost Per Placement - \$11,367

Average Wage - \$16.50

Net Economic Benefit - \$66,000

Return-On-Investment - \$5.55

Economic Impact - \$838,750

NO ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9G

AGENDA ITEM SUBJECT: FLORIDA KEYS COMMUNITY COLLEGE TECHPRO BOOT CAMP

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$130,000 in Workforce Innovation and Opportunity Act funds to Florida Keys Community College for the TechPro Boot Camps, as set forth below.

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

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

BACKGROUND:

Due to the recent success of TechHire Summer Boot Camp initiative, Florida Keys Community College submitted a proposal to the South Florida Workforce Investment Board (SFWIB) to create a similar program in Monroe County. The TechPro Boot Camps will provide a minimum of 168 and a maximum of 360 young adults with the skills needed to become entry-level professionals in high demand Information Technology (IT) careers.

Between 2016 –2024, more than 600 new tech jobs are projected to become available in Miami-Dade and Monroe Counties, with an additional jobs opening due to attrition. The TechPro Boot Camps will offer young adult participants the fastest paths to these new jobs, by providing them with the skills they will need in months, not years.

The TechPro boot camps are designed to enhance our future workforce in the IT Industry by connecting young adults to both traditional and nontraditional educational resources. This includes a mix of accelerated learning programs, such as Oracle Java SE 8 Fundamentals, A+ Certification, Web Application in Web Applications, Network+ Certification, and other high demand fields. The cost of the program will also cover the participants' books and exam fees (for one test attempt).

The TechPro Boot Camps will be offered in a 40 hour intensive one week session, with a day and night school option. The first session will enroll students as early as September, 2018 and continue throughout the remainder of the program year. The boot camps will be held at the Florida Keys Community College Key West campus.

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 Florida Keys Community College, an allocation not to exceed \$130,000 in WIOA Funds for TechPro Boot Camps.

FUNDING: Workforce Innovation and Opportunity Act

PERFORMANCE:

Microsoft MOS Certification
Min: 14, Max 20 Students
Cost: \$24,421.95 - \$29,461.95
Average Wage: \$19.83
ROI: \$262,802.00

Oracle Java SE 8 Fundamentals
Min: 8, Max 20 Students
Cost: \$17,545.95 - \$28,309.95
Average Wage: \$29.82
ROI: \$225,782.00

A+ Certification
Min: 10, Max 20 Students
Cost: \$20,886.45 - \$29,526.45
Average Wage: \$19.83
ROI: \$181,378.00

Web Application in Web Applications
Min: 8, Max 20 Students
Cost: \$20,929.95 - \$35,149.95
Average Wage: \$27.33
ROI: \$202,082.00

Network+ Certification
Min: 8, Max 20 Students
Cost: \$20,353.95 - \$33,925.95
Average Wage: \$25.49
ROI: \$187,642.00

Security + Boot Camp
Min: 8, Max 20 Students
Cost: \$21,901.95 - \$37,021.95
Average Wage: \$24.71
ROI: \$179,730.00

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9H

AGENDA ITEM SUBJECT: CAREER PATHWAYS REENTRY TRAINING PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate amount not to exceed \$130,000 in Workforce Innovation and Opportunity Act fund to Florida Keys Community College for a Career Pathways Reentry Training, as set forth below.

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

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

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

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

The only proven method of combating recidivism is to end the cycle of criminal behavior. The goal of the CPRT is to work closely with local businesses and community leaders to break the stigma that frequently acts as a barrier to those with a criminal record seeking employment. The program will provide individuals with an interactive learning experience and the professional connections and resources necessary to continue their careers. Participants will explore the hospitality and tourism fields and examine the various postsecondary options and careers available to them.

The CPRT is a collaborative partnership between the South Florida Workforce Investment Board (SFWIB), Florida Keys Community College (FKCC), and the Florida Department of Corrections (FDC), that will assist program participants in entering or returning to the workforce. The SFWIB will provide training and training related funding; FKCC will provide relevant training services; and the FDC will refer applicants for eligibility determination.

The CPRT consists of 40 hours of instruction for each of the two training tracks – Maintenance and Restaurant. The program will provide targeted training for up to xxx participants that is portable, stackable and culminates in

industry-recognized certifications. Upon successful completion, participants will receive practical experience in hospitality positions, a Certified Guest Service Professional Certificate from the American Hotel and Lodging Association, and an interview to be placed in an internship with the local hospitality industry.

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 Florida Keys Community College, an allocation not to exceed \$130,000 in WIOA Funds for Career Pathways Reentry Training.

FUNDING: Workforce Innovation and Opportunity Act

PERFORMANCE: N/A

ATTACHMENT



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 9I

AGENDA ITEM SUBJECT: MIAMI-DADE COUNTY ACADEMIC YEAR INTERNSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed \$551,000 in Workforce Innovation and Opportunity Act Youth funds to Miami Dade County Public Schools for the Miami-Dade County Academic Year Internship Program, as set forth below.

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

STRATEGIC PROJECT: **Develop specific programs and initiatives**

BACKGROUND:

With the expansion of the Together for Children Initiative, the South Florida Workforce Investment Board (SFWIB) and Miami-Dade County Public Schools (The School Board) created a year round academic internship program for 120 students in certain schools within the Together for Children Initiative Coalitions. The Together for Children Coalitions and schools are: Miami Northwestern Senior High School, Miami Jackson Senior High School, Miami Central Senior High School, North Miami Senior High School, and Miami Southridge Senior High School.

The Miami-Dade County Public School Academic Year Internship will target high school juniors and seniors have paired with professional to enhance their skillset, positive attitude, and eagerness to learn. The internship is designed to give students real-life work experiences, helping them discover first-hand what it takes to be successful in that particular career field. Access to high-level internships provides an opportunity to develop professional contacts and assists a student in determining the best course of action for post-secondary education and/ or employment.

The Academic Year Internship Program is a year round program where students will receive one or two honors credits depending on hours completed, using weekly schedule, and quarterly grade evaluations, and signs attendance log-sheets. Students will be given professional placement opportunities including within the Beacon Council's One Community One Goal seven target industries.

This program will offer a 36 week paid internship for a total of 360 hours up to 10 hours per week for students who receive free and or reduced lunch or live in a high poverty area.

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 Miami-Dade County Public Schools an allocation not to exceed \$551,000 in WIOA Youth Funds for MDCPS Academic Year Internship program.

FUNDING: Workforce Innovation Opportunity Act Youth

PERFORMANCE: N/A

ATTACHMENT



Academic Year Internship Program – Expansion Proposal

A partnership of CareerSource South Florida, Miami-Dade County Public Schools and Together for Children

Academic Year Internship Program Background:

Since 1958, M-DCPS high school juniors and seniors have paired with professionals to offer their skillset, positive attitude, and eagerness to learn. In turn, internship providers share their time and talents to provide interns meaningful, career-related experiences. The Academic Year Internship Program is designed to give students real-life work experiences, helping them discover first-hand what it takes to be successful in that particular career field. Access to high-level internships provides an opportunity to develop professional contacts and assists a student in determining the best course of action for post-secondary education and/or employment.

Academic Year Internship Program Outline:

- High school juniors and seniors.
- Operates for full academic year.
- Students receive one or two honors credits depending on hours completed; using weekly schedule determined in conjunction with internship provider and school site internship coordinator.
- Students transport themselves to internship sites.
- Internship provider submits quarterly grade evaluations and signs attendance log-sheets.
- Students receive a total of one or two honors school credits for the year.
- Students are given professional placement opportunities including within the Beacon Council's One Community One Goal seven target industries.

Academic Year Internship Program Expansion:

Using similar protocols and processes of the current, unpaid M-DCPS Academic Year Internship Program this pilot program, in partnership with CareerSource South Florida, would offer a paid internship experience for high school juniors and seniors as outlined below:

Eligibility:

- 2.0 – 2.4 unweighted GPA
- Receiving free/reduced lunch
- Home address in one of the census-designated high-poverty zip codes

Internship Placement Process:

- The school site internship coordinator is responsible for selecting students, verifying their eligibility, and assisting in providing Office of Community Engagement all required information, including home address and top three career preferences for matching purposes.
- M-DCPS Office of Community Engagement matches all students who do not choose to find their own internship provider, with high-level internship placements in one of their intended career field preferences, with priority emphasis placed on the seven OCOG industries.
- M-DCPS Office of Community Engagement executes Cooperative Agreements with all providers before student is permitted to report to internship site. All participating students must purchase Student Accident Insurance prior to placement at internship site, as verified by school site coordinator.

Student Incentives: (Please refer to attached budget)

- Hourly stipend for total of 360 hours (10 hours/week for 36 weeks/per student)
- Monthly public transportation passes
- CareerSource South Florida pre-internship training of 40 hours. (10 hours/week for four weeks at a location that provides ease of access for the majority of student participants.)

Collection of Metrics:

M-DCPS will collect the following non-identifiable data to track outcomes of pilot program:

- Measurable Skills Gain (GPA, FSA scores)
- Credential attainment (e.g. high school diploma)
- Career pathways, determined through pre-program and post-program surveys distributed to all participating students to indicate achieved or intended employment or post-secondary education following program

Online Project Management System:

The Together for Children coalitions have requested year-round, paid internship opportunities for high school students. To facilitate seamlessness between the programs; as well as provide continuity to internship providers, school site personnel and students, enhancement of the web-based platform utilized by Miami-Dade County Public Schools' Summer Youth Internship Program, miami.getmyinterns.org would be necessary.

PHASE 1

| TOGETHER FOR CHILDREN COALITIONS AND SCHOOLS | | |
|---|------------------------|---------------------------------|
| Coalition | School | Total Number of Students |
| Liberty City | Miami Northwestern SHS | 120 |
| | Miami Jackson SHS | |
| | Miami Central SHS | |
| Northeast Corridor | North Miami SHS | |
| Perrine - Goulds - Richmond Heights | Miami Southridge SHS | |

| Budget | |
|--|-------------------|
| Description | Cost |
| Hourly wages of \$9 for 120 students (10 internship hours per week for 36 weeks) | \$ 388,800 |
| Monthly EASY Card Transit Pass with K-12 discount | \$ 67,500 |
| Annual Supplement for School Internship Coordinator (Total of 5) | \$ 10,000 |
| Part-time Hourly (\$14 per hour for 25 hours a week for 36 weeks) | \$ 12,600 |
| Part-time Hourly Fringe Total | \$ 2,436 |
| In-county travel (Parking, tolls, mileage) | \$ 2,475 |
| Web-based Platform Enhancements | \$ 42,000 |
| Supplies | \$ 3,000 |
| District Indirect Costs (3.8%) | \$ 20,171 |
| Total | \$ 550,982 |

PHASE 2

| TOGETHER FOR CHILDREN COALITIONS AND SCHOOLS | | |
|---|--|---------------------------------|
| Coalition | School | Total Number of Students |
| Homestead - Florida City - Naranja | Homestead SHS* | 400 |
| Liberty City | Miami Northwestern SHS Miami Jackson SHS Miami Central SHS | |
| Miami Gardens | Miami Norland SHS* | |
| Northeast Corridor | Miami Edison SHS* North Miami Beach SHS* North Miami SHS | |
| Overtown | Booker T. Washington SHS* | |
| Perrine - Goulds - Richmond Heights | Miami Southridge SHS | |

| Budget | |
|--|---------------------|
| Description | Cost |
| Hourly wages of \$9 for 400 students (10 internship hours per week for 36 weeks) | \$ 1,296,000 |
| Monthly EASY Card Transit Pass with K-12 discount | \$ 225,000 |
| Annual Supplement for School Internship Coordinator (10 schools) | \$ 20,000 |
| Part-time Hourly (\$14 per hours for 75 hours a week for 36 weeks) | \$ 38,000 |
| Part-time Hourly Fringe Total | \$ 7,250 |
| In-county travel (Parking, tolls, mileage) | \$ 7,425 |
| Supplies | \$ 5,000 |
| District Indirect Costs (3.8%) | \$ 60,902 |
| Total | \$ 1,659,577 |

*Indicates new schools for this phase

PHASE 3

| TOGETHER FOR CHILDREN COALITIONS AND SCHOOLS | | |
|---|--|---------------------------------|
| Coalition | School | Total Number of Students |
| Homestead - Florida City - Naranja | Homestead SHS | 800 |
| | South Dade SHS* | |
| Liberty City | Miami Northwestern SHS Miami Jackson SHS Miami Central SHS Turner Tech SHS* | |
| Miami Gardens | Miami Norland SHS Carol City SHS* | |
| Northeast Corridor | North Miami SHS Miami Edison SHS North Miami Beach SHS | |
| Overtown | Booker T. Washington SHS | |
| Perrine - Goulds - Richmond Heights | Arthur and Polly Mays SHS* Miami Southridge SHS Robert Morgan SHS* | |

| Budget | |
|--|---------------------|
| Description | Cost |
| Hourly wages of \$9 for 800 students (10 internship hours per week for 36 weeks) | \$ 2,592,000 |
| Monthly EASY Card Transit Pass with K-12 discount | \$ 450,000 |
| Annual Supplement for School Internship Coordinator (15 schools) | \$ 30,000 |
| Part-time Hourly (\$14 per hour for 125 hours a week for 36 weeks) | \$ 63,000 |
| Part-time Hourly Fringe Total | \$ 12,021 |
| In-county travel (Parking, tolls, mileage) | \$ 22,275 |
| Supplies | \$ 7,000 |
| District Indirect Costs (3.8%) | \$ 122,703 |
| Total | \$ 3,296,999 |

*Indicates new schools for this phase



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 10A

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 South Florida Workforce Board's contract with the Department of Children and Family Services (DCF) requires 604 monthly placements with an annual goal of 7,248. The WDA's RET Balanced Scorecard Job Placements through June 30, 2018, shows WDA 23 had a total of 5,104 job placements; which is six percent below the maximum standard.

- Two of the seven Refugee Services contractors have met or exceeded their maximum Year-to-Date (YTD) Job placement standard: Adult Mankind Organization and Cuban American National Council

Service Providers who did not meet the minimum performance standards have been placed on a 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 6/30/2018

| Employment | | | | | | | | | |
|---------------------------|------------------|------------|--------------|--------------|----------------|-----------------|-----------------------------------|--------------------|------------------------------------|
| Location | Standard Monthly | Maximum | YTD Goal | Center | YTD % Achieved | Actual Vs. Goal | Monies Unearned Through 6/30/2018 | Avg. Cost Per | # Placement short based on funding |
| AMO | 98 | 115 | 1,035 | 1,027 | 99% | 8 | \$ 21,079.00 | \$ 1,230.64 | 17 |
| Arbor E&T, LLC | 48 | 57 | 513 | 510 | 99% | 3 | \$ - | \$ 1,262.98 | 0 |
| CANC | 48 | 56 | 504 | 510 | 101% | 0 | \$ - | \$ 1,219.67 | 0 |
| Community Coalition | 42 | 49 | 441 | 384 | 87% | 57 | \$ 72,911.00 | \$ 1,231.90 | 59 |
| Lutheran Services | 120 | 141 | 1,269 | 1,253 | 99% | 16 | \$ 21,518.00 | \$ 1,195.00 | 18 |
| Miami Beach Latin Chamber | 13 | 15 | 135 | 60 | 44% | 75 | \$ 108,549.00 | \$ 1,034.20 | 86 |
| Youth Co-Op | 145 | 171 | 1,539 | 1,360 | 88% | 179 | \$ 248,859.00 | \$ 1,204.36 | 207 |
| Region | 514 | 604 | 5,436 | 5,104 | 94% | 332 | \$ 472,916.00 | \$ 1,196.96 | 387 |

ND = No data

NA = Region performance not applicable for this measure

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 10B

AGENDA ITEM SUBJECT: WORKFORCE SERVICES BALANCE SCORECARD 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 Balance Scorecard Report measures the performance of the Workforce Development Area (WDA) 23 service providers. The report was recently updated to provide detailed information regarding the type of Direct Job Placements (DJP), and Obtained Employment (OE) placements being reported. The new version separates Seasonal, Temporary, Part-Time and Full-Time DJP, and displays placements in the quarter in which they were earned. The Balance Scorecard Report for Program Year (PY) 2017-2018 is from July 1, 2017 through June 30, 2018.

The WDA 23 Balance Scorecard report shows a total of 30,799 job placements. Of those, 9,912 were DJP and 20,887 were OE. The DJP consisted of the following: 1,418 or 14.3 percent were seasonal, 1,954 or 19.7 percent were temporary, 356 or 3.6 percent were part-time, and 4,226 or 42.6 percent were full-time. The remaining 1,958 placements are specifically categorized under the Workforce Innovation Opportunity Act (WIOA) and will be reported in the Hard to Serve Placement Report for PY 2017-2018.

The Balance Scorecard Report for PY 2018-2019 is from July 1, 2018 through July 31, 2018. The WDA 23 Balance Scorecard Report for this program year shows a total of 1,794 job placements. Of those, 512 were DJP and 1,282 were OE. The DJP consisted of the following: 31 or 6 percent were seasonal, 71 or 13.8 percent were temporary, 26 or 5.1 percent were part-time, and 183 or 35.7 percent were full-time. The remaining 512 Placements are specifically categorized under the WIOA and will be reported in the Hard to Serve Placement Report for 2018-2019.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

CSSF Balanced Scorecard Report

Report Date: 7/1/2017 To 6/30/2018

| Location | Maximum | | Minimum | | Total Placements | | | Obtained Employment | | | Direct Job Placement | | | | | | | | | |
|-----------------------------|---------------|--------------|---------------|--------------|------------------|---------------|---------------|---------------------|--------------|---------------|----------------------|--------------|------------|--------------|-----------|------------|-----------|------------|---------------|--------------|
| | # | % | # | % | | | | | | | 1Qrt | | | | >1Qrt | | | | Hard to Serve | Total |
| | | | | | 1Qrt | >1Qrt | Tot | 1Qrt | >1Qrt | Total | Season | Temp | Part | Full | Season | Temp | Part | Full | | |
| Hialeah Downtown center | 4,788 | 75.2% | 4,596 | 78.3% | 2,693 | 906 | 3,599 | 1,160 | 747 | 1,907 | 2 | 80 | 6 | 1,193 | 0 | 9 | 1 | 86 | 315 | 1,692 |
| City of Miami center | 3,948 | 48.5% | 3,792 | 50.5% | 1,186 | 729 | 1,915 | 760 | 656 | 1,416 | 4 | 223 | 8 | 151 | 0 | 17 | 1 | 18 | 77 | 499 |
| Carol City center | 5,712 | 36.9% | 5,484 | 38.5% | 1,173 | 936 | 2,109 | 1,026 | 898 | 1,924 | 1 | 29 | 3 | 88 | 0 | 8 | 5 | 12 | 39 | 185 |
| Florida Keys center | 1,752 | 44.7% | 1,680 | 46.6% | 541 | 242 | 783 | 361 | 207 | 568 | 1 | 47 | 17 | 101 | 0 | 6 | 5 | 12 | 26 | 215 |
| Miami Beach center | 2,256 | 30.6% | 2,172 | 31.8% | 538 | 152 | 690 | 431 | 130 | 561 | 3 | 0 | 1 | 82 | 0 | 0 | 1 | 13 | 29 | 129 |
| North Miami Beach center | 6,636 | 36.3% | 6,372 | 37.8% | 1,437 | 973 | 2,410 | 1,118 | 889 | 2,007 | 41 | 56 | 2 | 137 | 5 | 13 | 2 | 21 | 126 | 403 |
| Northside center | 6,780 | 37.6% | 6,504 | 39.2% | 1,660 | 888 | 2,548 | 1,077 | 770 | 1,847 | 3 | 100 | 16 | 310 | 1 | 33 | 0 | 22 | 216 | 701 |
| Opa Locka center | 1,776 | 28.8% | 1,704 | 30.0% | 282 | 229 | 511 | 222 | 212 | 434 | 0 | 26 | 3 | 26 | 0 | 9 | 0 | 5 | 8 | 77 |
| South Miami | 1,356 | 47.2% | 1,308 | 48.9% | 474 | 166 | 640 | 260 | 149 | 409 | 0 | 3 | 1 | 210 | 0 | 0 | 0 | 7 | 10 | 231 |
| Transition Offender Service | 876 | 107.6% | 840 | 112.3% | 654 | 289 | 943 | 321 | 211 | 532 | 5 | 29 | 2 | 110 | 0 | 2 | 2 | 29 | 232 | 411 |
| Homestead center | 4,632 | 67.4% | 4,440 | 70.3% | 2,455 | 666 | 3,121 | 921 | 517 | 1,438 | 923 | 202 | 91 | 250 | 10 | 65 | 10 | 33 | 99 | 1,683 |
| Little Havana center | 5,388 | 52.9% | 5,172 | 55.1% | 1,804 | 1,047 | 2,851 | 980 | 909 | 1,889 | 3 | 173 | 0 | 395 | 0 | 43 | 0 | 33 | 315 | 962 |
| Perrine center | 6,624 | 64.3% | 6,360 | 67.0% | 2,518 | 1,741 | 4,259 | 1,266 | 1,565 | 2,831 | 150 | 425 | 79 | 465 | 11 | 46 | 11 | 49 | 192 | 1,428 |
| West Dade center | 7,668 | 57.6% | 7,356 | 60.1% | 2,873 | 1,547 | 4,420 | 1,782 | 1,342 | 3,124 | 219 | 268 | 77 | 322 | 36 | 42 | 12 | 46 | 274 | 1,296 |
| Total | 60,192 | 51.2% | 57,780 | 53.3% | 20,288 | 10,511 | 30,799 | 11,685 | 9,202 | 20,887 | 1,355 | 1,661 | 306 | 3,840 | 63 | 293 | 50 | 386 | 1,958 | 9,912 |

ND = No Data

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CSSF Balanced Scorecard Report

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

| Location | Maximum | | Minimum | | Total | | | Obtained Employment | | | Direct Job Placement | | | | | | | | | |
|-----------------------------|--------------|--------------|--------------|--------------|--------------|------------|--------------|---------------------|------------|--------------|----------------------|-----------|-----------|------------|----------|----------|----------|-----------|---------------|------------|
| | # | % | # | % | | | | | | | 1Qrt | | | | >1Qrt | | | | Hard to Serve | Total |
| | | | | | 1Qrt | >1Qrt | Tot | 1Qrt | >1Qrt | Tot | Season | Temp | Part | Full | Season | Temp | Part | Full | | |
| Hialeah Downtown center | 283 | 104.6% | 241 | 122.8% | 228 | 68 | 296 | 125 | 46 | 171 | 0 | 7 | 1 | 71 | 0 | 2 | 0 | 6 | 38 | 125 |
| City of Miami center | 235 | 44.7% | 200 | 52.5% | 60 | 45 | 105 | 56 | 44 | 100 | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 1 | 5 |
| Carol City center | 338 | 46.4% | 287 | 54.7% | 78 | 79 | 157 | 64 | 71 | 135 | 0 | 0 | 0 | 9 | 0 | 0 | 0 | 2 | 11 | 22 |
| Florida Keys center | 152 | 50.7% | 129 | 59.7% | 46 | 31 | 77 | 20 | 27 | 47 | 0 | 3 | 3 | 17 | 0 | 0 | 0 | 3 | 4 | 30 |
| Miami Beach center | 134 | 43.3% | 114 | 50.9% | 36 | 22 | 58 | 30 | 17 | 47 | 0 | 0 | 0 | 3 | 0 | 2 | 0 | 2 | 4 | 11 |
| North Miami Beach center | 398 | 35.9% | 338 | 42.3% | 76 | 67 | 143 | 59 | 56 | 115 | 0 | 1 | 0 | 3 | 0 | 0 | 0 | 1 | 23 | 28 |
| Northside center | 406 | 28.6% | 345 | 33.6% | 53 | 63 | 116 | 43 | 60 | 103 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 12 | 13 |
| Opa Locka center | 106 | 42.5% | 90 | 50.0% | 21 | 24 | 45 | 20 | 23 | 43 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| South Miami | 80 | 53.8% | 68 | 63.2% | 20 | 23 | 43 | 12 | 22 | 34 | 0 | 0 | 0 | 8 | 0 | 0 | 0 | 1 | 0 | 9 |
| Transition Offender Service | 88 | 115.9% | 75 | 136.0% | 65 | 37 | 102 | 37 | 26 | 63 | 0 | 0 | 0 | 10 | 1 | 0 | 0 | 1 | 27 | 39 |
| Homestead center | 279 | 57.3% | 237 | 67.5% | 107 | 53 | 160 | 51 | 38 | 89 | 30 | 9 | 0 | 9 | 0 | 0 | 0 | 3 | 20 | 71 |
| Little Havana center | 319 | 46.7% | 271 | 55.0% | 98 | 51 | 149 | 60 | 43 | 103 | 0 | 6 | 0 | 18 | 0 | 0 | 0 | 2 | 20 | 46 |
| Perrine center | 395 | 37.7% | 336 | 44.3% | 77 | 72 | 149 | 36 | 63 | 99 | 0 | 17 | 1 | 4 | 0 | 2 | 1 | 1 | 24 | 50 |
| West Dade center | 463 | 41.9% | 394 | 49.2% | 128 | 66 | 194 | 76 | 57 | 133 | 0 | 21 | 15 | 5 | 0 | 1 | 3 | 0 | 16 | 61 |
| Total | 3,676 | 48.8% | 3,125 | 57.4% | 1,093 | 701 | 1,794 | 689 | 593 | 1,282 | 30 | 64 | 22 | 160 | 1 | 7 | 4 | 23 | 201 | 512 |



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 8/16/2018

AGENDA ITEM NUMBER: 10C

AGENDA ITEM SUBJECT: WORKFORCE SERVICES HARD TO SERVE PLACEMENT REPORT UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

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

BACKGROUND:

The Direct Job Placement (DJP) Report provides specific details on the Workforce Innovation Opportunity Act (WIOA) Direct Job Placement and includes the "Hard to Serve" population. The DJP Report for Program Year (PY) 2017-2018, is from July 1, 2017 through June 30, 2018.

The Workforce Development Area (WDA) 23 Report shows a total of 1,958 DJP under WIOA. The DJP breakdown is as follows: 1,270 or 65 percent were Adult Dislocated Worker placements and 688 or 35 percent were from the "hard-to-serve" categories. Of the total DJP for PY 2017-2018, only 7 percent were classified as "hard to serve" placements.

The WDA 23 Report for PY 2018-2019 shows a total of 201 DJP under WIOA. The DJP breakdown is as follows: 125 or 62 percent were Adult Dislocated Worker placements and 76 or 38 percent were from the "hard-to-serve" categories. To date, of the total PY 2018-2019, 15 percent were classified as "hard-to-serve" placements.

South Florida Workforce Investment Board (SFWIB) staff continues to work with CareerSource South Florida center staff to target and provide greater assistance to the "hard-to-serve" community. Additionally, the SFWIB increased its pay points once more in PY 2018-2019 to pay more for the hardest-to-serve.

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

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

CSSF Balanced Scorecard Report

Report Date: 7/1/2017 To 6/30/2018

| Location | WIOA Individualized | | | | | | | | | | | | | | Total Hard Serve | Total All WIOA |
|------------------------------------|---------------------|------------|----------|----------|-----------|----------|--------------|------------|-------------|-----------|-----------|-----------|----------|----------|------------------|----------------|
| | Adult/DW | | Disabled | | Veterans | | Ex-Offenders | | RA/Homeless | | TANF/CAP | | SNAP | | | |
| | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | | |
| Hialeah Downtown center | 214 | 44 | 0 | 0 | 0 | 0 | 1 | 2 | 25 | 0 | 12 | 17 | 0 | 0 | 57 | 315 |
| City of Miami center | 23 | 11 | 1 | 0 | 2 | 0 | 8 | 15 | 3 | 5 | 3 | 6 | 0 | 0 | 43 | 77 |
| Carol City center | 17 | 10 | 0 | 0 | 0 | 0 | 3 | 2 | 4 | 0 | 2 | 1 | 0 | 0 | 12 | 39 |
| Florida Keys center | 6 | 7 | 0 | 0 | 0 | 0 | 1 | 1 | 3 | 2 | 3 | 2 | 1 | 0 | 13 | 26 |
| Miami Beach center | 6 | 5 | 1 | 0 | 4 | 0 | 0 | 2 | 9 | 1 | 0 | 0 | 1 | 0 | 18 | 29 |
| North Miami Beach center | 49 | 26 | 0 | 0 | 3 | 1 | 8 | 7 | 11 | 1 | 12 | 7 | 0 | 1 | 51 | 126 |
| Northside center | 98 | 26 | 0 | 0 | 0 | 1 | 22 | 17 | 14 | 1 | 20 | 17 | 0 | 0 | 92 | 216 |
| Opa Locka center | 4 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 3 | 8 |
| South Miami | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 2 | 10 |
| Transition Offender Service center | 36 | 13 | 0 | 1 | 0 | 0 | 151 | 31 | 0 | 0 | 0 | 0 | 0 | 0 | 183 | 232 |
| Homestead center | 41 | 14 | 0 | 0 | 0 | 2 | 9 | 6 | 10 | 0 | 8 | 9 | 0 | 0 | 44 | 99 |
| Little Havana center | 213 | 53 | 1 | 0 | 0 | 0 | 8 | 7 | 19 | 0 | 12 | 2 | 0 | 0 | 49 | 315 |
| Perrine center | 91 | 39 | 2 | 0 | 0 | 0 | 7 | 6 | 21 | 0 | 12 | 14 | 0 | 0 | 62 | 192 |
| West Dade center | 159 | 56 | 1 | 0 | 1 | 2 | 10 | 8 | 26 | 0 | 8 | 3 | 0 | 0 | 59 | 274 |
| Total | 957 | 313 | 6 | 1 | 10 | 7 | 228 | 105 | 145 | 10 | 93 | 80 | 2 | 1 | 688 | 1,958 |
| Percentage of WIOA DJP's | 48.9% | 16.0% | 0.3% | 0.1% | 0.5% | 0.4% | 11.6% | 5.4% | 7.4% | 0.5% | 4.7% | 4.1% | 0.1% | 0.1% | 35.1% | |

ND = No Data

CSSF Balanced Scorecard Report

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

| Location | WIOA Individualized | | | | | | | | | | | | | | Total Hard Serve | Total All WIOA |
|-----------------------------|---------------------|-----------|-------------|----------|----------|----------|--------------|-----------|-------------|----------|----------|----------|----------|----------|------------------|----------------|
| | Adult/DW | | Job Seekers | | Veterans | | Ex-Offenders | | RA/Homeless | | TANF/CAP | | SNAP | | | |
| | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | 1Qrt | >1Qrt | | |
| Hialeah Downtown center | 17 | 12 | 0 | 0 | 0 | 0 | 1 | 0 | 5 | 0 | 1 | 2 | 0 | 0 | 9 | 38 |
| City of Miami center | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Carol City center | 1 | 4 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 0 | 2 | 1 | 0 | 0 | 6 | 11 |
| Florida Keys center | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 3 | 4 |
| Miami Beach center | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 3 | 4 |
| North Miami Beach center | 7 | 7 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 2 | 0 | 2 | 2 | 9 | 23 |
| Northside center | 4 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 1 | 3 | 1 | 0 | 8 | 12 |
| Opa Locka center | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| South Miami | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transition Offender Service | 1 | 0 | 0 | 0 | 0 | 0 | 17 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 26 | 27 |
| Homestead center | 8 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 3 | 20 |
| Little Havana center | 10 | 6 | 0 | 0 | 0 | 0 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 4 | 20 |
| Perrine center | 17 | 5 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 24 |
| West Dade center | 8 | 5 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 | 16 |
| Total | 74 | 51 | 0 | 0 | 0 | 0 | 27 | 11 | 15 | 0 | 6 | 8 | 6 | 3 | 76 | 201 |
| Percentage of WIOA DJP's | 36.8% | 25.4% | 0.0% | 0.0% | 0.0% | 0.0% | 13.4% | 5.5% | 7.5% | 0.0% | 3.0% | 4.0% | 3.0% | 1.5% | 37.8% | |

ND = No Data