AGENDA

1. Call to Order and Introductions
2. Approval of Meeting Minutes
   a. September 5, 2019
3. Chairman’s Report
4. Executive Director’s Report
   a. Executive Director Update
   b. Transit Alliance Miami Presentation
5. Finance and Efficiency Council
   b. Information – Department of Economic Opportunity Monitoring Report
   c. Recommendation as to Approval to Accept and to Allocate Department of Children and Families Refugee Employment and Training Program Funds
6. Global Talent and Competitiveness Council
   a. Information - Summer Youth Employment Programs Update
   b. Information – Summer Youth Internship Program Update
   c. Information - TechHire Summer Boot Camp Program Update
   d. Recommendation as to Approval of the Women-In-Tech Network Administrator Certification Training
   e. Recommendation as to Approval to Allocate Funds for the Miami Community Ventures
7. Performance Council
   a. Information – Refugee Employment and Training Program Performance Overview
   b. Information – Workforce Services Balanced Score Card Report
   c. Information – Consumer Report Card
   d. Information – Youth Partners Regional Performance Update
**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD (EMERGENCY MEETING)**

**AGENDA ITEM NUMBER:** 2A

**AGENDA ITEM SUBJECT:** MEETING MINUTES

**DATE:** September 5, 2019 at 9:30AM
Doubletree Hotel – Convention Center
711 N.W. 72nd Avenue
Miami, FL 33126

<table>
<thead>
<tr>
<th>SFWIB MEMBERS IN ATTENDANCE</th>
<th>SFWIB MEMBERS NOT IN ATTENDANCE</th>
<th>SFW STAFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Gibson, Charles, <em>Vice-Chairman</em></td>
<td>20. Clayton, Lovey</td>
<td>Almonte, Ivan</td>
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<tr>
<td>4. Bridges, Jeff,</td>
<td>22. Diggs, Bill</td>
<td>Ford, Odell</td>
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<td>7. Davis-Raiford, Lucia</td>
<td>25. Lampon, Brenda</td>
<td>Graham, Tomara</td>
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<td>8. del Valle, Juan-Carlos</td>
<td>26. Manrique, Carlos</td>
<td>Jean-Baptiste, Antoinette</td>
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<tr>
<td>10. Garza, Maria</td>
<td>28. Russo, Monica</td>
<td>Liu, Sophia</td>
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<tr>
<td>12. Ludwig, Philipp</td>
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<td>Smith, Marian</td>
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<td>13. Maxwell, Michelle</td>
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<td>Smith, Robert</td>
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<td>14. Regueiro, Maria C.</td>
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<td>15. Rod, Denis</td>
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<td>16. Roth, Thomas</td>
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<td>17. Wensveen, John</td>
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<td>18. West, Alvin</td>
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</tbody>
</table>

**Assistant County Attorney (s)**

Shanika Graves - Miami-Dade County Attorney’s office – SFWIB’s Legal Counsel

Alisha Moriceau- Miami Dade County Attorney’s Office – SFWIB’s Legal Counsel
Agenda items are displayed in the order in which they were discussed.

1. **Call to Order and Introductions**

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

2. a. **Approval of SFWIB Meeting Minutes of December 13, 2018, February 21, 2019 April 18, 2019 and June 25, 2019**

   [Juan Carlos del Valle arrived]

   Dr. Denis Rod moved the approval of December 13, 2018, February 21, 2019, April 18, 2019 and June 25, 2019 meeting minutes. Motion seconded by Mr. Bernado Adrover; **Motion Passed with Unanimous Consent**

3. **Chairman’s Report**

   Deferred

4. **Executive Director’s Report**

   Mr. Beasley presented his report and each member received a copy. The report contained information on: (1) Federal – Budget & Appropriations; (2) Federal – National Apprenticeship Act; (3) Local - Monroe County Financial Review
4a. Executive Director’s Presentation

4. b Miami-Dade Economic Advocacy Trust (MDEAT) Presentation

4c. TechHire YW CA – Cohort Presentation

He thanked Ms. Gilda Ferradaz and Chairman Perez for attending the event.

[Video presentation]

Special Presentation from a Wyncode Academy participant (graduate).

Chairman Perez thanked all and shared his feedback.

5. SFWIB December Board Agenda Items

5a. Ratification of the Approval to allocate Funds for the National Flight Academy

5. b. Ratification of the Approval of New Training Providers and Programs and New Program for an Existing Provider

5.c. Ratification of the approval of an Adjustment to the FY 2018-2019 Budget

5.d. Ratification of the Approval to Release a request for Proposal for the Selection of Workforce Service Providers

5.e. Ratification of the Approval of refugee Services Contractors

5f. Ratification of the Approval to Launch a Career Development Center at St. Thomas University

5g. Ratification of the Approval to Allocate Funds for the MARS Community Development Corporation

5h. Ratification of the Approval to Accept State of Florida Department of Economic Opportunity Workforce Funding

5i. Ratification of the Approval of New Programs for an Existing Training Provider

5j. Ratification of the Approval to Accept and Allocate Funds for the City of Homestead Summer Youth Employment Program

5k. Ratification of the Approval to Accept and Allocate Funds for the City of Miami Gardens Summer Youth Employment Program

5l. Ratification as to Approval of New Programs for an Existing Training Provider

5m. Ratification of the Approval to Accept and Allocate Funds for the City of Opa-Locka Summer Youth Employment Program

5n. Ratification as to Approval to Allocate WIOA Adult and Dislocated Funding for WIOA Retention Payments

5o. Ratification as to Approval of the 2019-2020 Budget

5p. Ratification of the Approval of the SFWIB to Continue to Provide Direct Employment and Training Services

5q. Ratification as to Approval to Allocate Funds to Continue to Operate the SFWIB Special Project Initiatives

5r. Ratification of the Approval to Renew Existing Workforce Services Contract for Program 2018-19

5s. Ratification of the Approval to Renew Existing Youth Services Contract for Program Year 2018-19

Mr. Beasley presented he above items (5a-5s).

Ms. Maria Garza moved the approval of items 5a to 5s. Motion seconded by Mr. Jeff Bridges; Motion Passed Unanimously
6. Consent Ratification Agenda Items
6a. Ratification as to Approval to Allocate Funds for the Pre-Apprenticeship Internship Program
6b. Ratification as to Approval to Allocate Funds for the Pre-Apprenticeship Internship Program
6c. Ratification of the Approval to Allocate Funds to Miami-Dade County Public School District for the Summer Internship Program
6d. Ratification of the Approval to Allocate Funds to Miami-Dade County Public School District for the Summer Internship Program
6e. Ratification of the Approval of an Allocation to Contract with Monroe County for an Employed Worker Training Initiative
6f. Ratification of the Approval of an Allocation to Contract for the Miami Community Ventures Pilot
6g. Ratification of the Approval of Allocation to Contract with Miami-Dade County Public Schools for the Commercial Foods and Culinary Arts Construction Technology, Construction Technology & Forklift and Private Security Trainings

Mr. Jeff Bridges moved the approval of items 6a to 6g. Motion seconded by Mr. Bernardo Adrover; Motion Passed Unanimously

[Mr. del Valle returned]
[Ms Maria Garza returned]
[Ms. Michelle Maxwell returned]

7. Consent/Ratification Agenda Items
7a. Ratification as to Approval of an Allocation to Contract for the Future Bankers Training Camp Program
7b. Ratification of the Approval of an Allocation to Contract with Miami Dade College for the Camillus House and Lotus House Hospitality and Employment Certification Training
7c. Ratification of the Approval of an Allocation to Contract with Miami-Dade College for Culinary and Hospitality Certification Training

Mr. Beasley presented the items 7a to 7c.

Mr. Jeff Bridges moved the approval of items 7a to 7c. Motion seconded by Dr. Denis Rod; Motion Passed Unanimously

[Mr. John Wensveen returned]

[Mr. Perez stepped out of the meeting room]
8b. Ratification as to Approval of an Allocation to Contract Training Services & Support Services for the TechHire Summer Boot Camps

8c. Ratification as to Approval of an Allocation to Contract Educational Support Services for the TechHire Summer Boot Camps

Mr. Beasley presented items 8a to 8c. Vice Chairman Gibson briefly chaired the meeting.

Mr. Jeff Bridges moved the approval of item 8a to 8c. Motion seconded by Dr. Denis Rod. 

**Motion Passed Unanimously**

[Dr Maria Regueirro stepped out of the meeting room]
[Dr. John Wensveen stepped out of the meeting room]
[Chairman Andy Perez stepped out of the meeting room]
[Mr. Juan Carlos del Valle stepped out of the meeting room]

9. Consent/Ratification Agenda Items

9.a. Ratification of the Approval of related Party Training Vendor Agreements

9.b. Ratification of the Approval of the Florida International University Urban Potential Laboratory (Up Labs) Pilot Program

Mr. Beasley introduced items 9a and 9b.

Mr. Jeff Bridges moved the approval of items 9a and 9b. Motion seconded by Ms. Maria Garza

**Motion Passed Unanimously**

[Dr Maria Regueirro returned]
[Dr. John Wensveen returned]
[Chairman Andy Perez returned]
[Mr. Juan Carlos del Valle returned]

10. Executive Committee

10.a. Information – Comcast Internet Essentials Expansion

Mr. Beasley presented the item.

No further questions or discussions.

10.d. Recommendation as to Approval of TechHire Summer Boot Camp Training Providers

SFWIB Vice-Chairman Gibson introduced the item. Mr. Beasley further presented.

Mr. Jeff Bridges moved the approval of TechHire Summer Boot Camps. Motion seconded by Mr. Bernardo Adrover; **Motion Passed Unanimously**

10.e. Recommendation as to Approval to Accept a Donation for the City of Miami Gardens Summer Youth Employment Program

SFWIB Vice-Chairman Gibson introduced the item. Mr. Beasley further presented.

Mr. Jeff Bridges moved the approval of TechHire Summer Boot Camps. Motion seconded by Mr. Clarence Brown; **Motion Passed Unanimously**

[Mr. Perez returned to the meeting room]
11. **Finance and Efficiency Council**
   
   Mr. Beasley introduced the item and requested interim SFWIB Interim Assistant Director Odell Ford further present. (Deferred)

   [Scholarship Award Presentations]

   Financial presentation resumed (Item 11a).

   Mr. Ford presented the items and noted the following July 1, 2019 to June 30, 2019 financial report:

   **Fiscal Year End**
   - Refer to Financial Statements (included in report)

   **Budget Adjustments**
   - No budget adjustments for the month of June

   **Budget Variance Explanations**
   - SFWIB Headquarter expenditures were $8.1 million/approximately 78.9% of approved full year budget
   - Sub-Contracted Services were $17.1 million/75.4%
   - Facility Costs were $4.4 million/73.9%
   - Training and Support Services expenditures were $5.3 million/33.1%
   - Other Programs and Contracts were $2.5 million/62.1%

   Both Mr. Beasley and Mr. Ford provided a brief timeline of audit review, which is scheduled for some time in the month of October.

   No further questions or discussions.

b. **Recommendation as to Approval to Allocate Funds for the Stanley G. Tate Florida Prepaid College Foundation, Inc.**
   SFWIB Chairman Perez introduced the item and Mr. Beasley further presented.

   Mr. Jeff Bridges moved the approval to allocate funds for the Stanley G. Tate Florida Prepaid College Foundation, Inc. Motion seconded by Mr. Bernardo Adrover; **Motion Passed Unanimously**

c. **Recommendation as to Approval to Accept Funds for Project Second Chance for Incarcerated Parents with Minor Children**
   Mr. Beasley introduced the item and SFWIB Adult Programs Manager David Gilbert further presented.

   Mr. Jeff Bridges moved the approval to accept funds for project second chance for incarcerated parents with minor children. Motion seconded by Mr. Luis Gazitua; **Motion Passed Unanimously**
12. **Global Talent and Competitiveness Council**

12.a. **Recommendation as to Approval of Workforce Services Contractors**

GTC Chairwoman Gilda Ferradaz introduced the item and Mr. Beasley further explained.

Mr. Phillip Ludwig moved the approval of workforce services contractors. Motion seconded by Ms. Michelle Maxwell; **Further discussion(s):**

She inquired about a potential contract for Monroe County centers and Mr. Beasley responded Career Team won the bid.

Ms. Maxwell inquired about due diligence and Mr. Beasley explained.

SFWIB Policy Manager Cheri Kavehersi provided further details.

**Motion Passed Unanimously**

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

12.b. **Recommendation as to Approval to Allocate funds to Monroe County for an Employed Worker Training Initiative**

GTC Chairwoman Ferradaz introduced and presented the item.

Dr. Denis Rod moved the approval to allocate funds to Monroe County for an Employed Worker Training Initiative. Motion seconded by Mr. Bernardo Adrover; **Motion Passed Unanimously**

[Ms. Michelle Maxwell returned]

12.c. **Recommendation as to Approval to Allocate Funds to Big Brothers Big Sisters of Miami, Inc. for Take Stock in Children Program Administration**

GTC Chairwoman Ferradaz introduced the item and presented the item.

Mr. Jeff Bridges moved the approval to allocate funds to Big Brothers Big Sisters of Miami, Inc. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

12.d. **Recommendation as to Approval to allocate Funds to Miami-Dade County Public Schools for the Marathon High School Fire Academy Training Program**

GTC Chairwoman Ferradaz introduced and presented the item.

Mr. Jeff Bridges moved the approval to allocate funds to Miami Dade County Public Schools for the Marathon High School Fire Academy Training Program. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

12.e. **Recommendation as to Approval to Allocate funds to Monroe County Public Schools for the Marathon High School Fire Academy**

GTC Chairwoman introduced and presented the item.
Mr. Jeff Bridges moved the approval to allocate funds to Monroe County Public Schools for the Marathon High School Fire Academy. Motion seconded by Mr. Juan Carlos del Valle; Motion Passed Unanimously

13. Performance Council
13a. Recommendation as to Approval to Renew Existing Refugee Services Contracts for Program Year 2019-20

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

Dr. Denis Rod moved the approval to renew existing refugee services contracts for Program Year 2019-20. Motion seconded by Mr. Juan Carlos del Valle; Motion Passed Unanimously

Deferred Items:

10. B. Information – TechHire Summer Boot Camps Update
10. c. Information – Summer Youth Internship Program Update

Dr. Denis Rod commended Diana Ruiz (from the little Havana Center) for being recognized at a recent Miami-Dade Board of County Commission Meeting.

There being no further business to come before the Board, the meeting adjourned at 10:36am.
SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2019

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: 10/17/2019

AGENDA ITEM NUMBER: 4A

AGENDA ITEM SUBJECT: SFWIB EXECUTIVE DIRECTOR'S REPORT

AGENDA ITEM TYPE: INFORMATIONAL

RECOMMENDATION: N/A

STRATEGIC GOAL: PREMIER NATIONAL PROVIDER OF EMPLOYMENT

STRATEGIC PROJECT: Set Standards on Performance Measures Reporting

BACKGROUND: N/A

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT
In response to the growing concerns of declining bus system ridership, the Miami-Dade Department of Transportation & Public Works and Transit Alliance Miami (Transit Alliance) have partnered to launch the Better Bus Project. The initiative is the result of an intensive 2-year community-driven project to build a better bus system, starting with a complete redesign of Miami-Dade County’s route network that includes three trolley systems (City of Miami, Miami Beach and Coral Gables) to work with the buses.

The Better Bus Project is led by Transit Alliance, a non-profit organization that advocates for walkable streets, bikeable neighborhoods and better public transit. The initiative is the first advocacy-led and community-driven bus system redesign that will decide where today’s bus service should go, when it should run and at what frequency.

South Florida Workforce Investment Board (SFWIB) staff met with the Transit Alliance to discuss the current bus system and their request for the Board’s support of a system redesign. Redesigning Miami-Dade’s bus network is an opportunity to review existing and potential transit demands, and to design a network that meets those demands most efficiently. The goal of the Better Bus Project is a more effective transit system that will provide businesses access to more workers, workers access to more jobs and students’ better access to education and training.

In 2008, local buses transported over 85 million passengers a year; however, budget cuts adversely affected the number of riders. The bus system witnessed its sharpest decline in ridership from 2013 to 2018 by over 38% or an estimated 25 million riders, which is one of the highest in the nation. Current estimates shows ridership to be approximately 48 million with an annual loss of 9.5% or 4.5 million riders.

The project is entering its second phase with the release of two network concepts; one focuses on coverage and the other on ridership. Both the Coverage and Ridership concepts will be up for public discussion and debate prior
to designing the final network plan, which will include a redesigned trolley network for the City of Miami and proposed changes for the City of Miami Beach.

Although both concepts show significant job access benefits, the main difference is the importance that is placed on Ridership and Coverage goals as detailed below:

1. The Coverage Concept focuses 80% of the budget on increased ridership with 20% allocated to coverage. This concept will increase the number of jobs that an average rider can access with an hour from 93,000 to 118,000.
   a. The average resident will reach 33% more jobs by transit in 45 minutes.
   b. The average person in poverty will reach 32,000 more jobs in 60 minutes, a 28% increase.
   c. Eighteen percent of residents will be near a high frequency transit service, compared to 10% today.
   d. The number of people near any transit service, 60% of the population, will remain the same.

2. The Ridership Concept focuses 90% of the budget on increasing ridership and 10% on coverage. This concept will increase the average person's access to employment from 93,000 to 133,000.
   a. The average resident will reach 51% more jobs by transit in 45 minutes.
   b. The average person in poverty will reach 50,000 more jobs in 60 minutes, a 44% increase.
   c. Twenty-eight percent of residents will be near high frequency transit service, compared to 10% today.
   d. Reduces the number of people currently near any transit service from 60% to 48%.

Both programs will utilize Miami-Dade County's currently approved budget and would not result in an increase in taxes. A graphical display of both concepts is attached for the endorsement of the Board.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*ATTACHMENT*
What about peak service?
This map shows services that would run at midday because that shows the primary transit network that is available most of the time. Additional peak routes are not shown on the map but would operate. See the Span and Frequency Charts in the Concepts Report for more detail.

Where are MAX Routes?
MAX routes are renamed Rapids. Rapid 11 runs all day. Other Rapids run at peak times. See the Span and Frequency Chart in the Concepts Report for details.

This map is a concept.
It is not a proposal.

This concept shows how the bus network might be designed if duplication was reduced and all existing coverage was maintained. It is designed with the same operating budget as today’s bus network with 80% of the budget going to Ridership goals, and 20% to Coverage goals.

Rapid: Fewer stops for faster service

Note A: Trolley Routes in the City of Miami and Miami Beach are shown because some or all have been redesigned as part of this concept. To be a more useful part of the network, Coral Gables trolley would need to run on evenings and weekends, retaining the same route. Hialeah and Doral routes are shown because they are large enough and frequent enough to have a substantial impact on access across large parts of the county. All other municipal trolley systems and services not shown are assumed to exist, including the Cutler Bay Town Circulator, a city-funded local service operated by MDT (Route 200).

Note B: The City of Doral is studying changes to its trolley routes and they may change in the near future. Current routing for Doral Trolley routes is shown.
What about peak service?
This map shows services that would run at midday because that shows the primary transit network that is available most of the time. Additional peak routes are not shown on the map but would operate. See the Span and Frequency Chart in the Concepts Report for more detail.

Where are MAX Routes?
MAX routes are renamed Rapids. Rapid 11 runs all day. Other Rapids run at peak times. See the Span and Frequency Chart in the Concepts Report for details.

This map is a concept.
It is not a proposal.

This concept shows how the bus network might be designed if ridership were the primary goal. It is designed with the same operating budget as today’s bus network with 90% of the budget to Ridership goals, and 10% to Coverage goals.
SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2019

AGENDA ITEM NUMBER: 5a

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 unaudited financial report for the months of August 2019 is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT
SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2010

AGENDA ITEM NUMBER: 5b

AGENDA ITEM SUBJECT: 2018-2019 DEO FINANCIAL COMPLIANCE MONITORING REPORT

AGENDA ITEM TYPE: INFORMATIONAL

RECOMMENDATION: N/A

STRATEGIC GOAL: HIGH ROI THROUGH CONTINUOUS IMPROVEMENT

STRATEGIC PROJECT: Strengthen workforce system accountability

BACKGROUND:

The Department of Economic Opportunity (DEO) of the State of Florida is required under the Workforce Innovation and Opportunity Act (WIOA), Section 184 and other authoritative publications to annually perform monitoring of its sub-recipients. The DEO, Bureau of Financial Monitoring and Accountability used its Financial Monitoring Tool as a guide to conduct the monitoring. The tool provides the framework for monitoring activities performed by DEO as well as the criteria used to monitor.


The monitoring procedures performed included tests of transaction details, file inspections and inquiries to determine if appropriate internal control procedures were in place.

The report concluded that during the monitoring period, there were no findings, no instances of non-compliance, one observation, and one technical assistance.

FUNDING: All Funding Streams

PERFORMANCE: N/A

ATTACHMENT
2018-19 Financial Compliance Monitoring Report  
CareerSource South Florida  
Local Workforce Development Board No. 23  

Bureau of Financial Monitoring and Accountability  
Florida Department of Economic Opportunity  

September 30, 2019
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Technical Assistance #23-19-01 ............................................................................................... 7
I. INTRODUCTION AND MONITORING APPROACH

As set forth in the following authoritative publications, annually the Department of Economic Opportunity (DEO) is required to perform monitoring of its subrecipients:

- Workforce Innovation and Opportunity Act (WIOA), Section 184
- 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 20 CFR 667, Administrative Provisions Under Title I of the Workforce Investment Act
- Federal granting agency regulations, including:
  - 29 CFR 95.21 and 97.20, Standards for financial management systems
  - 29 CFR 95.51 and 97.40, Monitoring and reporting program performance

The DEO, Bureau of Financial Monitoring and Accountability (FMA) uses its financial monitoring tool (tool) as a guide to conduct the monitoring. The tool was developed to provide the framework for monitoring activities performed by FMA as well as the criteria used to monitor. This tool was provided to the Local Workforce Development Board (LWDB).

The sample size and selections for each tool objective was based on, but not limited to, a risk assessment performed by FMA and reviews of the monthly general ledger and cost allocation statistics. The risk assessment includes factors such as the funding allocation to each LWDB; results of prior monitoring and audit reports; personnel and staffing changes; and organizational structure. Sample selections assist the monitors in the following:

- Gaining an understanding of the financial management systems processes and assess whether the policies and procedures provide for accurate, current and complete disclosure of the financial results of each grant program.
- Gaining an understanding of the internal control processes and assessing whether the internal controls reasonably assure compliance with federal laws, regulations, and program compliance requirements.
- Determining if appropriate and sufficient cash management and revenue recognition procedures are in place, being followed, and comply with federal and state requirements.
- Determining if the required reconciliations between the financial records and SERA have been appropriately performed on a timely basis and adequately documented.
- Determining if prepaid program items are adequately or accurately safeguarded, managed, tracked and reported.
- Determining if the cost allocations are accurate, supported and consistent with the cost allocation plan.
- Determining if payroll records are properly maintained for employees; if personnel activity reports (PAR) comply with applicable cost principles; and verify salary and benefit costs are charged/allocated to funding sources in accordance with the PAR and the cost allocation plan.
- Determining if salary and bonuses paid to employees and charged to grant programs subject to the Salary and Bonus Cap do not exceed the Cap for the calendar year.
- Determining if purchasing/procurement transactions comply with the appropriate federal or state procurement laws, and the organization’s procurement policies.
- Determining if the LWDB’s contracting process and contract monitoring comply with federal and state requirements, and the organization’s contracting policies.
- Determining if the LWDB’s subawarding and subrecipient monitoring activities comply with federal requirements, and the organization’s policies and procedures.
- Determining if property management activities comply with federal requirements and the organization’s policies and procedures.
- Determining if non-payroll related disbursements are reasonable, necessary, allocable and properly recorded in the financial records.

This report was prepared at the conclusion of the DEO’s financial monitoring activities performed for LWDB-23, which included the annual on-site visit, which occurred on April 29 – May 2, 2019.

The FMA monitoring team assigned to the LWDB consisted of Lisa Milton, Maureen Castaño and Janice Hutchison.
II. EXIT CONFERENCE

Exit Conference

An exit conference was conducted on site on May 2, 2019 with Mr. Rick Beasley, Executive Director and Mr. Gus Alonso, Comptroller. A summary of any issues to date was provided.
III. MONITORING RESULTS

FMA performed financial monitoring procedures based on the DEO 2018-19 Financial Monitoring Tool. The monitoring procedures performed included tests of transaction details, file inspections, and inquiries (1) to determine the status of recommendations from the prior year monitoring visit(s) and (2) to adequately support current year findings, other non-compliance issues and observations. Detailed information for these items is disclosed in the following section of this report.

Summarized below are the results of testing by category as detailed in the DEO 2018-19 Financial Monitoring Tool:

<table>
<thead>
<tr>
<th>Category</th>
<th>Repeat of Prior Year</th>
<th>Reference(s)</th>
<th>Findings</th>
<th>Issues of Non-Compliance</th>
<th>Observations</th>
<th>Technical Assistance Provided</th>
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<td>1.0 – Prior Year Corrective Action Follow-Up</td>
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<td>2.0 – Financial Management Systems</td>
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<td>3.0 – Internal Control Environment</td>
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<td>4.0 – Cash Management and Revenue Recognition</td>
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<td>5.0 – SERA Reporting and Reconciliation</td>
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<td>6.0 – Prepaid Program Items</td>
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<td>7.0 – General Ledger and Cost Allocations</td>
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<td>-</td>
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<td></td>
</tr>
<tr>
<td>8.0 – Payroll and Personnel Activity Report (PAR) Testing</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>9.0 – Salary and Bonus Cap</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>10.0 – Purchasing</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>11.0 – Contracting / Contract Monitoring</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>12.0 – Subawarding / Subrecipient Monitoring</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>13.0 – Property Management</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>14.0 – Disbursement Testing</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>
IV. FINDINGS

There were no findings during the monitoring period of April 1, 2018 – March 31, 2019.

V. OTHER NON-COMPLIANCE ISSUES

There were no other non-compliance issues during the monitoring period of April 1, 2018 – March 31, 2019.

VI. OBSERVATIONS

There were no observations during the monitoring period of April 1, 2018 – March 31, 2019.

VII. TECHNICAL ASSISTANCE

Technical Assistance #23-19-01

Category: Cash Management

As of February 2019, there were eight checks outstanding beyond the three months noted in the accounting policies. These checks were dated from March – September 2018. Seven of the checks were written to the City of Opa Locka.

South Florida Workforce Investment Board (SFWIB) followed its current policy to investigate all checks outstanding for more than three months to determine the reason the checks have not cleared the bank. A written notification (email/memo) is sent to the originator of the check request. On June 26, 2018, SFWIB staff sent an email regarding the status of outstanding checks to the City of Opa Locka (COL). The City responded via email on June 29, 2018, that the COL’s attorney would contact the attorney for the SFWIB. The SFWIB staff sent another email notification to COL on November 16, 2018, to request an explanation regarding the outstanding checks. The SFWIB received a response from COL on November 16, 2018, indicating that the COL’s attorney advised not to cash the checks because he is waiting to receive the proposed settlement from SFWIB’s attorney.

The current policy only states how to handle outstanding checks to cover instances when the payee does not receive the check. We recommend SFWIB consider expanding its policy to include how to handle outstanding checks in other situations including, but not limited to the situation described above.
AGENDA ITEM NUMBER: 5c

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

AGENDA ITEM TYPE: APPROVAL

RECOMMENDATION: The Finance and Efficiency Council recommends to the Board the approval to accept and allocate $7,500,000 in Refugee Employment and Training Program funds from the Department of Children and Families, as set forth below.

STRATEGIC GOAL: IMPROVE SERVICES FOR INDIVIDUALS W/ BARRIERS

STRATEGIC PROJECT: Maximizing collaborative partnerships

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) received notification from the Department of Children and Families that the Refugee Employment and Training Program funding level for program year 2019-2020 will be in the amount of $7,500,000.

CSSF Staff recommends to the Finance and Efficiency Council to recommend to the Board to accept the funding award and adjust the 2019-2020 budget accordingly. Additionally, CSSF recommends the allocation of funds to the approved RET providers.

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

PERFORMANCE: N/A

ATTACHMENT
## REFUGEE EMPLOYMENT PROGRAM PROVIDER ALLOCATIONS
(Oct 2019 to Sept 2020)

<table>
<thead>
<tr>
<th>Providers</th>
<th>Percentage</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Mankind Organization, Inc.</td>
<td>19.5%</td>
<td>$1,286,319</td>
</tr>
<tr>
<td>Cuban American National Council, Inc.</td>
<td>9.5%</td>
<td>$626,211</td>
</tr>
<tr>
<td>Community Coalition, Inc.</td>
<td>8.4%</td>
<td>$552,633</td>
</tr>
<tr>
<td>Lutheran Services of Florida, Inc.</td>
<td>23.9%</td>
<td>$1,574,644</td>
</tr>
<tr>
<td>ResCare, Inc. (Arbor E &amp; T, LLC)</td>
<td>9.7%</td>
<td>$638,740</td>
</tr>
<tr>
<td>Youth Co-Op, Inc.</td>
<td>29.0%</td>
<td>$1,910,653</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>$6,589,200</strong></td>
</tr>
</tbody>
</table>
AGENDA ITEM NUMBER: 6a
AGENDA ITEM SUBJECT: SUMMER YOUTH EMPLOYMENT PROGRAM UPDATE
AGENDA ITEM TYPE: INFORMATIONAL
RECOMMENDATION: N/A
STRATEGIC GOAL: DEDICATED COMMITMENT TO YOUTH PARTICIPATION
STRATEGIC PROJECT: Emphasize work-based learning and training

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) approved funding for Summer Youth Employment Programs (SYEP) for three municipalities: City of Homestead, City of Miami Gardens, and the City of Opa-Locka. The SYEP provided employment opportunities to 333 youth residents of the three cities. Youth between the ages of 15 to 18 received employability skills training and were placed in entry-level positions with employers throughout their respective communities.

One hundred percent of the 333 participating youth were low-income and received free or reduced lunch. Youth participants worked 140 hours at an hourly wage of $9.00 per hour. Each participant took part in the direct deposit program through a financial institution of their choice. The programs began in June and ended on August 18, 2019.

The details of the 2019 Summer Youth Employment Programs is as follows:

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Applied</th>
<th>Participated</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Miami Gardens</td>
<td>1,110</td>
<td>174</td>
</tr>
<tr>
<td>City of Opa-Locka</td>
<td>124</td>
<td>71</td>
</tr>
<tr>
<td>City of Homestead</td>
<td>368</td>
<td>88</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,602</strong></td>
<td><strong>333</strong></td>
</tr>
</tbody>
</table>

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT
In its fourth year, the Together for Children Youth initiative launched the 2019 Summer Youth Internship Program (SYIP) and provided employment activities and services to 3,045 of South Florida’s future workforce. The SYIP program is designed to provide entry-level positions with local businesses, the private sector and community-based organizations.

As part of the initiative, the South Florida Workforce Investment Board invested $1.5 million in Temporary Assistance for Needy Families funds to cover 900 of the youth that were served. The funds covered employment opportunities for youth with barriers to employment, particularly those whose families’ receive cash assistance and free or reduced lunch.

The youth participants, ages 15-18, were provided with 30 hours of work per week with a wage subsidy of $1,369.00 over a period of five weeks. In addition, participants earned high school course credits and were given an opportunity to earn college credits.

The wage subsidy consists of the following:

- $100 during the first week of the internship to cover transportation and other incidental expenses to help remove barriers that could have prohibited participation; and
- Two subsequent payments of $634.50 each.

The Together for Children Youth initiative is a coalition of government, education, business, law enforcement, justice, and funding entities that have joined together to leverage resources that promote youth safety and addresses the root cause of breaking the cycle of youth violence plaguing communities.
FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT
2019 INTERNSHIP IMPACT

3,045 Students Completed
99% Completion Rate

64 Participating Schools
3,896 Students Applied

839 Participating Companies
451,501 Total Hours Worked

105 Students Earned Dual Enrollment Credit
In its fourth year of operation, the Summer Youth Internship Program continues to grow, exceed expectations, and deliver results. The Children’s Trust, Miami-Dade County, Royal Caribbean Cruise Lines, CareerSource South Florida, JPMorgan Chase, and the South Florida Educational Federal Credit Union, collaborated with a single intent in mind: to provide a meaningful paid summer internship opportunity for youth across Miami-Dade County.

The unique structure of this high-quality summer internship program includes parent, student and employer orientations across the county, online pre-internship training for interns, student interns assigned to certified M-DCPS teachers, a curriculum that includes weekly assignments, and an online interface, Miami.GetMyInterns.org, for registration and matching of interns and employers.

**Preliminary results:**

- Of the 3,896 youth that were eligible and applied to the internship program, 3,055 were enrolled.
- Of the 3,055 students enrolled in SYIP, 99% (3,045) successfully completed the program and 3,043 received high school academic credit and, of these, 105 youth received Miami Dade College credit through dual enrollment.
- The program intentionally recruited participants from high-risk populations. Of those that enrolled in the program: 80% (2,456) qualified for free/reduced price lunch and 8% (258) were youth with disabilities. The total number of students with disabilities funded through The Children’s Trust and CareerSource was 10.75%.

Submitted by
Miami-Dade County Public Schools
Division of Academics
Department of Career & Technical Education
August 14, 2019
OUTREACH ACTIVITIES FOR SUMMER YOUTH INTERNSHIP PROGRAM

PRE-INTERNSHIP
Training for Assigned Teacher Champion Training at Each School*

Dates of trainings:
January 30; February 7, 20 and 21; March 6, 7 and 16; April 4, 10, 25, 30; May 1, 2019.

**Teacher Champions Trained Per School**

<table>
<thead>
<tr>
<th>School</th>
<th>Number Attended</th>
<th>School</th>
<th>Number Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academy for Community Education</td>
<td>1</td>
<td>Miami Central SHS</td>
<td>1</td>
</tr>
<tr>
<td>Alonzo &amp; Tracy Mourning</td>
<td>2</td>
<td>Miami Coral Park SHS</td>
<td>1</td>
</tr>
<tr>
<td>American SHS</td>
<td>3</td>
<td>Miami Edison SHS</td>
<td>0</td>
</tr>
<tr>
<td>Arthur &amp; Polly Mays</td>
<td>1</td>
<td>Miami Killian SHS</td>
<td>1</td>
</tr>
<tr>
<td>Barbara Goleman SHS</td>
<td>2</td>
<td>Miami Jackson SHS</td>
<td>1</td>
</tr>
<tr>
<td>BioTech</td>
<td>1</td>
<td>Miami Lakes Educational Center</td>
<td>7</td>
</tr>
<tr>
<td>Booker T Washington SHS</td>
<td>4</td>
<td>Miami Norland SHS</td>
<td>2</td>
</tr>
<tr>
<td>Center for International Studies</td>
<td>1</td>
<td>Miami Northwestern SHS</td>
<td>2</td>
</tr>
<tr>
<td>Coral Gables SHS</td>
<td>2</td>
<td>Miami Palmetto SHS</td>
<td>2</td>
</tr>
<tr>
<td>Coral Reef SHS</td>
<td>2</td>
<td>Miami Southridge SHS</td>
<td>1</td>
</tr>
<tr>
<td>Cutler Bay SHS</td>
<td>1</td>
<td>Miami Springs SHS</td>
<td>3</td>
</tr>
<tr>
<td>DASH</td>
<td>1</td>
<td>Miami Senior</td>
<td>1</td>
</tr>
<tr>
<td>Dorothy M. Wallace Cope Center</td>
<td>1</td>
<td>Miami Sunset SHS</td>
<td>5</td>
</tr>
<tr>
<td>Dr. Michael M. Krop SHS</td>
<td>3</td>
<td>New World of the Arts</td>
<td>1</td>
</tr>
<tr>
<td>Felix Varela SHS</td>
<td>6</td>
<td>North Miami SHS</td>
<td>4</td>
</tr>
<tr>
<td>G. Holmes Braddock SHS</td>
<td>2</td>
<td>North Miami Beach SHS</td>
<td>2</td>
</tr>
<tr>
<td>Hialeah SHS</td>
<td>1</td>
<td>Robert Morgan Educational Center</td>
<td>1</td>
</tr>
<tr>
<td>Hialeah Gardens SHS</td>
<td>9</td>
<td>Ronald Reagan /Doral SHS</td>
<td>2</td>
</tr>
<tr>
<td>Hialeah Miami Lakes SHS</td>
<td>1</td>
<td>School of Advanced Studies --</td>
<td>1</td>
</tr>
<tr>
<td>Homestead SHS</td>
<td>2</td>
<td>South Dade SHS</td>
<td>3</td>
</tr>
<tr>
<td>International Studies Prep Academy</td>
<td>1</td>
<td>South Miami SHS</td>
<td>4</td>
</tr>
<tr>
<td>iPrep Academy</td>
<td>0</td>
<td>Southwest Miami SHS</td>
<td>3</td>
</tr>
<tr>
<td>iTech @Edison</td>
<td>1</td>
<td>SPED -Districtwide Instruction</td>
<td>8</td>
</tr>
<tr>
<td>Jann Mann Educational Center</td>
<td>0</td>
<td>TERRA Environmental</td>
<td>1</td>
</tr>
<tr>
<td>John A. Ferguson SHS</td>
<td>4</td>
<td>Westland Hialeah SHS</td>
<td>1</td>
</tr>
<tr>
<td>Jose Marti MAST 6-12</td>
<td>1</td>
<td>William Turner Technical High</td>
<td>8</td>
</tr>
<tr>
<td>Law Memorial Officers Memorial HS</td>
<td>1</td>
<td>Young Men’s Prep Academy</td>
<td>1</td>
</tr>
<tr>
<td>MAST @ FIU</td>
<td>1</td>
<td>Young Women’s Prep Academy</td>
<td>2</td>
</tr>
<tr>
<td>MAST @ Homestead</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAST @ Key Biscayne</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miami Art Studio @ Zelda Glazer</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miami Beach SHS</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miami Carol City SHS</td>
<td>1</td>
<td><strong>Total</strong></td>
<td><strong>130</strong></td>
</tr>
</tbody>
</table>

*NOTE: Teacher Champions serve on a volunteer basis.*
South Florida Educational Federal Credit Union Account Opening Visits by School / Total Number of Accounts Opened

<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 10, 2019</td>
<td>MAST Key Biscayne</td>
</tr>
<tr>
<td>April 11, 2019</td>
<td>Law Enforcement Officers Memorial HS</td>
</tr>
<tr>
<td>April 16, 2019</td>
<td>Alonzo &amp; Tracy Mourning SHS</td>
</tr>
<tr>
<td>April 16, 2019</td>
<td>Felix Varela SHS</td>
</tr>
<tr>
<td>April 17, 2019</td>
<td>Miami Northwestern SHS</td>
</tr>
<tr>
<td>April 17, 2019</td>
<td>Miami Springs SHS</td>
</tr>
<tr>
<td>April 18, 2019</td>
<td>South Miami SHS</td>
</tr>
<tr>
<td>April 18, 2019</td>
<td>Dr. Michael Krop SHS</td>
</tr>
<tr>
<td>April 22, 2019</td>
<td>Miami Carol City SHS</td>
</tr>
<tr>
<td>April 24, 2019</td>
<td>Miami Central SHS</td>
</tr>
<tr>
<td>April 24, 2019</td>
<td>North Miami SHS</td>
</tr>
<tr>
<td>April 25, 2019</td>
<td>Miami Norland SHS</td>
</tr>
<tr>
<td>April 25, 2019</td>
<td>Hialeah Gardens SHS</td>
</tr>
<tr>
<td>April 30, 2019</td>
<td>American SHS</td>
</tr>
<tr>
<td>May 1, 2019</td>
<td>Hialeah SHS</td>
</tr>
<tr>
<td>May 3, 2019</td>
<td>South Dade SHS</td>
</tr>
<tr>
<td>May 3, 2019</td>
<td>Homestead SHS</td>
</tr>
</tbody>
</table>

**Total SFEFCU accounts opened:** 2,520 (as of June 28, 2019)

Parent Information Sessions

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Number Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, May 7, 2019</td>
<td>FIU – South Campus</td>
<td>360</td>
</tr>
<tr>
<td>Wednesday, May 8, 2019</td>
<td>FIU – Biscayne Bay Campus</td>
<td>240</td>
</tr>
<tr>
<td>Thursday, May 9, 2019</td>
<td>Cutler Bay Town Hall - Commission Chamber</td>
<td>388</td>
</tr>
<tr>
<td>Tuesday, May 14, 2019</td>
<td>American SHS (ESE)</td>
<td>49</td>
</tr>
<tr>
<td>Wednesday, May 15, 2019</td>
<td>FIU – Biscayne Bay Campus</td>
<td>576</td>
</tr>
<tr>
<td>Thursday, May 16, 2019</td>
<td>Homestead SHS (ESE)</td>
<td>35</td>
</tr>
<tr>
<td>Tuesday, May 21, 2019</td>
<td>JRE Lee (ESE)</td>
<td>24</td>
</tr>
</tbody>
</table>

Employer Orientation Sessions (Partnered with Miami Dade College)

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Number Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, June 19, 2019</td>
<td>Miami Dade College – Kendall Campus</td>
<td>99</td>
</tr>
<tr>
<td>Thursday, June 20, 2019</td>
<td>Miami Dade College – Wolfson Campus</td>
<td>90</td>
</tr>
<tr>
<td>Friday, June 28, 2019</td>
<td>Employer Orientation presentation recorded. Link posted at Miami.getmyinterns.org, and DCTE website</td>
<td></td>
</tr>
</tbody>
</table>
Media Promoting Summer Youth Internship Program

<table>
<thead>
<tr>
<th>Date</th>
<th>Media</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, May 20, 2019</td>
<td>Univision-- video focus on student who already completed the internship</td>
</tr>
<tr>
<td>June 4-17, 2019</td>
<td>Cutler Bay Community Newspaper</td>
</tr>
<tr>
<td>Friday, June 28, 2019</td>
<td>Employer Orientation presentation recorded. Link posted at Miami.getmyinterns.org, and DCTE website</td>
</tr>
</tbody>
</table>

Promotional Exhibits at Professional Meetings

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 3, 2019</td>
<td>M-DCPS Academies of Finance and Business Advisory Board Meeting</td>
<td>Southwest SHS</td>
</tr>
<tr>
<td>April 12, 2019</td>
<td>M-DCPS Academies of Hospitality and Tourism Advisory Board Meeting</td>
<td>Miami Seaquarium</td>
</tr>
<tr>
<td>April 17, 2019</td>
<td>STEM Advisory Board Meeting</td>
<td>MDC - InterAmerican</td>
</tr>
<tr>
<td>April 18, 2019</td>
<td>Around the World Dinner &amp; Auction</td>
<td>Marriott Biscayne Bay Hotel</td>
</tr>
<tr>
<td>Tuesday, May 14, 2019</td>
<td>NAF Student Conference Interviews: 232 students with 20 Companies</td>
<td>DoubleTree by Hilton, Miami Airport Convention Center</td>
</tr>
<tr>
<td>Thursday, June 6, 2019</td>
<td>Greater Miami Chamber of Commerce</td>
<td>Hilton Miami Downtown Hotel</td>
</tr>
<tr>
<td>Thursday, June 20, 2019</td>
<td>CIO Conference</td>
<td>Hard Rock Stadium</td>
</tr>
</tbody>
</table>
Presentations

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 16-18, 2019</td>
<td>Florida Career Pathway Network Conference</td>
<td>Hutchinson Shores Resort</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jupiter, FL</td>
</tr>
<tr>
<td>March 22, 2019</td>
<td>SYIP Orientation Session</td>
<td>Department of Cultural Affairs, Government Ctr</td>
</tr>
</tbody>
</table>

Promotional Materials

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>MATERIALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Sponsors</td>
<td>Banners produced and delivered</td>
</tr>
<tr>
<td>School Sites</td>
<td>Posters, Flyers and Announcements</td>
</tr>
</tbody>
</table>

Created and Distributed

- **Postcard** used for promoting the Summer Youth Internship Program to potential internship host providers.
- **Frequently Asked Questions (FAQ)** handout for internship providers, parents, and students.
- Posted Tweets on Twitter promoting SYIP to community
- Short video presentation to be used with “A Guide to Managing A Quality Internship”
- **Guide to Managing A Quality Internship** – distributed to internship providers.
## Preliminary Data – Internship Applications and Interns Enrolled by School

<table>
<thead>
<tr>
<th>School</th>
<th>Number of Student Intern Applicants</th>
<th>Number of Interns Enrolled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Marvin Dunn Academy for Community Ed.</td>
<td>16</td>
<td>12</td>
</tr>
<tr>
<td>Alonzo &amp; Tracy Mourning SHS</td>
<td>134</td>
<td>132</td>
</tr>
<tr>
<td>American SHS</td>
<td>82</td>
<td>55</td>
</tr>
<tr>
<td>Arthur &amp; Polly Mays Conservatory of the Arts</td>
<td>23</td>
<td>15</td>
</tr>
<tr>
<td>Barbara Goleman SHS</td>
<td>106</td>
<td>58</td>
</tr>
<tr>
<td>BioTech @ Richmond Heights</td>
<td>17</td>
<td>10</td>
</tr>
<tr>
<td>Booker T Washington SHS</td>
<td>83</td>
<td>33</td>
</tr>
<tr>
<td>Center for International Studies</td>
<td>20</td>
<td>11</td>
</tr>
<tr>
<td>Coral Gables SHS</td>
<td>107</td>
<td>73</td>
</tr>
<tr>
<td>Coral Reef SHS</td>
<td>171</td>
<td>157</td>
</tr>
<tr>
<td>Cutler Bay SHS</td>
<td>28</td>
<td>23</td>
</tr>
<tr>
<td>DASH</td>
<td>10</td>
<td>8</td>
</tr>
<tr>
<td>Dorothy M. Wallace Cope Center</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
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*Students who have 15 unexcused absences within a 90-day calendar period.

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* If students are enrolled in a career academy at a total magnet school, they are only counted once and included in the magnet count.

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<td>Cutler Bay SHS</td>
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<tr>
<td>DASH</td>
<td>10</td>
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<tr>
<td>Dr. Michael Krop SHS</td>
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<td>Education Alternative Outreach</td>
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<tr>
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<td>G. Holmes Braddock SHS</td>
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<td>John A. Ferguson SHS</td>
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<td>Jose Marti MAST 6-12 Academy</td>
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<td>Law Enforcement Officers Memorial HS</td>
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<td>Mast @ FIU Biscayne Bay Campus</td>
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<td>Miami Northwestern SHS</td>
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<td>Miami Palmetto SHS</td>
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<td>Miami Southridge SHS</td>
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<tr>
<td>School Name</td>
<td>Students</td>
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<tr>
<td>-------------------------------------------------</td>
<td>----------</td>
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<td>North Miami Beach SHS</td>
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<td>School for Advanced Studies North</td>
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<tr>
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</tr>
<tr>
<td>School for Advanced Studies West</td>
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</tr>
<tr>
<td>School for Advanced Studies Wolfson</td>
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<tr>
<td>South Dade SHS</td>
<td>64</td>
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<td>South Miami SHS</td>
<td>71</td>
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<td>Young Women's Preparatory Academy</td>
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<td>SPED</td>
<td>215</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>4207</strong></td>
</tr>
</tbody>
</table>
QUALITY MEASURES

Links for the three surveys that measured student, internship provider, and teacher supervisor satisfaction can be found below.

Overall satisfaction results indicate:

Youth satisfied with the program 96.6%

Employers satisfied with interns 97.46%

Instructors satisfied with program 89.34%
(Note: 44% are first year SYIP Internship Supervisors)

OUTCOMES – Is Anyone Better Off?

There were 3,055 students enrolled in SYIP of which 99% (3,045) successfully completed the program. A benefit of the SYIP program includes eligibility to receive high school credit in addition to receiving dual enrollment credit for those students who met Miami Dade College eligibility criteria. There were two students who were not able to receive high school academic credit due to transfer restrictions; however, they successfully completed the program. SYIP 2019 reflected a large number of students who applied for college credit (274) and 106 were accepted (39% acceptance rate), and 105 successfully completed for a 99% pass rate.

The online pre-internship preparation course showed a high level of interest with 6,508 students enrolled in the course and 4,207 students completing the online course prior to the deadline. Of the 4,207 students, 3,896 applied for placement and 3,055 were hired.

<table>
<thead>
<tr>
<th>Pre-Internship Online Preparation Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students Enrolled</td>
</tr>
<tr>
<td>6,508</td>
</tr>
<tr>
<td>Percentage</td>
</tr>
</tbody>
</table>

*Data results reflect a 22% (841 students) gap in number of students who could have been hired if funds were available.
BACKGROUND:

The third annual TechHire Summer Boot Camp initiative was expanded in 2019 to provide youth, ages 15-24, with the skills to become entry-level professionals in high demand Information Technology (IT) careers.

In partnership with Miami-Dade County Public Schools, the TechHire Summer Boot Camps exposed 308 youth participants to the IT Industry by connecting them to both traditional and non-traditional educational resources. The six-week boot camp IT training sessions included a mix of accelerated learning programs, such as Gaming and Coding, Web Development, Comp TIA A+, Cyber Security and other innovative channels.

The boot camps were held throughout Miami-Dade County at various Miami-Dade County Public Schools, Florida Memorial University and at the CareerSource South Florida TechHire Center at Big Brother Big Sisters of Miami. This program year’s initiative began on June 10, 2019 and ended July 26, 2019.

The following is a summary for the 2019 TechHire Summer Boot Camps:

- Of the 1,165 youth that applied for the program, 308 were enrolled.
- Of the 308 who were enrolled, 282 or 91.6% completed the program and obtain a Certificate of Completion.
- One hundred percent of the participating youth were low-income and received free or reduced lunch.

Youth participants who completed the boot camps received a $300 stipend and were given the opportunity to take the certification exam to be eligible for the additional $200 stipend upon passing the examination and obtaining a credential.

In addition, youth participants at selected schools received a complimentary laptops and six months of internet service through the Comcast Internet Essentials Program.
FUNDING: N/A

PERFORMANCE:

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<tr>
<th>Training Locations</th>
<th>Total Youth</th>
<th>Youths Completed</th>
<th>% Completed</th>
<th>Youths Not Completed</th>
<th>% Not Completed</th>
<th>Credential Attained</th>
<th>% Credential Attained</th>
<th>Credential Failed</th>
<th>% Credential Failed</th>
</tr>
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<tr>
<td>Homestead</td>
<td>34</td>
<td>27</td>
<td>79.4%</td>
<td>7</td>
<td>20.6%</td>
<td>19</td>
<td>70.4%</td>
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<td>12</td>
<td>52.2%</td>
<td>2</td>
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<tr>
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<td>0</td>
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<td>55.0%</td>
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<td>0.0%</td>
<td>11</td>
<td>100.0%</td>
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<td>0</td>
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<tr>
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<td>0.0%</td>
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<td>71.1%</td>
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<td>23.7%</td>
</tr>
<tr>
<td>North Miami Beach</td>
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<td>28</td>
<td>90.3%</td>
<td>3</td>
<td>9.7%</td>
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<td>89.3%</td>
<td>3</td>
<td>10.7%</td>
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<td>FMU</td>
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<tr>
<td>Miami Norland</td>
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<td>30.3%</td>
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<td>56.5%</td>
<td>10</td>
<td>43.5%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>308</strong></td>
<td><strong>282</strong></td>
<td><strong>91.6%</strong></td>
<td><strong>26</strong></td>
<td><strong>8.4%</strong></td>
<td><strong>181</strong></td>
<td><strong>64.2%</strong></td>
<td><strong>65</strong></td>
<td><strong>23.0%</strong></td>
</tr>
</tbody>
</table>
AGENDA ITEM NUMBER: 6d

AGENDA ITEM SUBJECT: TECHHIRE NETWORK ADMINISTRATOR CERTIFICATION TRAINING

AGENDA ITEM TYPE: APPROVAL

RECOMMENDATION: The Global Talent and Competitiveness Council recommends to the Board the approval to allocate an amount not to exceed $200,000 in Workforce Innovation and Opportunity Act funds to GEB Computer Training, LTD. dba New Horizons Computer Learning Center of South Florida, as set forth below.

STRATEGIC GOAL: STRENGTHEN THE ONE-STOP DELIVERY SYSTEM

STRATEGIC PROJECT: Close the digital skills gap

BACKGROUND:

At the April 18, 2019 meeting, the South Florida Workforce Investment Board (SFWIB) approved funding for the first Women-in-Tech (WIT) training cohort. The program was held at the CareerSource South Florida TechHire Center for Women located at the Young Women's Christian Association (YWCA) of Miami. The goal of the cohort is to provide an opportunity for women to be trained in the Information Technology (IT) industry where women are underrepresented.

JMJ Clutch Enterprises LLC dba Wyncode Academy facilitated the first cohort in Web Development. Eleven women completed the program and are now trained as full stack web developers. Of the 11 program graduates, seven have been placed in full-time employment; however, staff of both Wyncode Academy and the SFWIB continues to work with the remaining participants to assist them in obtaining full-time employment.

In an effort to continue addressing the existing gender gap in the IT field, the SFWIB will collaborate with New Horizons Computer Learning Center of South Florida (New Horizons) to deliver the second IT training cohort as part of the WIT initiative. The training cohort for women will be held at the YWCA of Miami TechHire location.

The cohort will prepare up to 20 SFWIB eligible female participants to successfully complete the 12-week network administrator training, which will include instruction in CompTIA A+ and Net+, CISCO CCNA and Microsoft Azure Fundamentals. The SFWIB will provide training-related funding, and New Horizons will provide the relevant training and placement services. The total cost of the cohort is $200,000.
**FUNDING:** Workforce Innovation and Opportunity Act

**PERFORMANCE:** As outlined below:

Number of Participants Served – 20  
Number of Participants to Complete Training – 20  
Number of Participants to be Placed in Jobs – 17  
Number of Cohorts - 1  
Cost Per Training - $10,000.00  
Cost Per Placement - $11,764.71  
Average Wage - $20.55  
Net Economic Benefit - $30,979.29  
Return-On-Investment - $2.63  
Economic Impact - $526,648.00

*NO ATTACHMENT*
SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2019

AGENDA ITEM NUMBER: 6e

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 $200,000 in Workforce Innovation and Opportunity Act funds to expand The Beacon Council Economic Development Foundation, Inc. Miami Community Ventures program, as set for below.

STRATEGIC GOAL: IMPROVE SERVICES FOR INDIVIDUALS W/ BARRIERS

STRATEGIC PROJECT: Improve employment outcomes

BACKGROUND:

At the June 25, 2019 meeting, the South Florida Workforce Investment Board (SFWIB) approved to renew funding for the Beacon Council Economic Development Foundation, Inc. (Beacon Council) for the Miami Community Ventures (MCV) pilot program scheduled to end no later than June 30, 2020.

The MCV is an innovative approach that connects social welfare recipients “structurally unemployed” and under-employed individuals to sustainable living wage jobs. The expanded MCV program will serve up to 200 participants who are public assistance recipients, returning citizens, and the disabled with an emphasis on sub-groups consisting of female head-of-household, veterans and at-risk youth (ages 19-29). The communities to be served will now expand to include areas in Miami Dade County with a 25% or higher poverty rate.

The program is designed to empower participants to succeed long-term by providing wrap-around support services in the areas of job training, childcare, success coaching, education (emphasizing financial literacy), and social services for up to three years. The MCV program is based on an existing award winning model in Michigan, which generated successful state audited results that exceeded all objectives.

The MCV program brings together partners that have an interest in giving back to the community, job creation, sustainable economic development, and alleviating poverty in under-served communities; and will extend their services and support as members of the MCV community stakeholder team. Specific roles will be defined with input from community stakeholder partners’ that will focus on ensuring all activities work together to best assist participants. The Miami-Dade Beacon Council will continue to serve as a conduit and is slated to launch the expanded program before the end of 2019.
In the following procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of the SFWIB. A two-thirds (2/3) vote of a quorum present is required to waive the competitive procurement process and award The Beacon Council Economic Development Foundation, Inc. an allocation not to exceed $200,000 in WIOA Funds for Miami Community Ventures program.

**FUNDING:** Workforce Innovation and Opportunity Act

**PERFORMANCE:** N/A

*NO ATTACHMENT*
SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2019

AGENDA ITEM NUMBER: 7a

AGENDA ITEM SUBJECT: REFUGEE EMPLOYMENT AND TRAINING PROGRAM PERFORMANCE

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 Investment Board's (SFWIB) contract with the Department of Children and Family (DCF) Services requires 511 monthly placements for an annual goal of 6,128. The Refugee Employment and Training (RET) Balanced Scorecard measures the performance of the Workforce Development Area (WDA) 23 service providers. The year-end summary for program year 2018-2019 is from October 1, 2018 through August 31, 2019.

The WDA 23 RET Balanced Scorecard Report End-of-Year performance details are as follows:

- There was a total of 5,621 actual Direct Job Placement (DJP), which is 3.15 percent below the maximum standard.
- Eighty-nine percent were still employed after 90 days with an average entered employment wage of $10.44.
- The cost per placement is $1,296.13.
- For every dollar expended on the program, the SFWIB obtained a return of $15.78 on the investment.

None of the six RET services providers achieved or exceeded their year-end maximum job placement standard. However, five of the six service providers achieved the minimum standard.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT
# CSSF Refugee Balanced Scorecard Report

**Report Date: 10/1/2018 To 8/31/2019**

<table>
<thead>
<tr>
<th>Location</th>
<th>Maximum Standard</th>
<th>Minimum Standard</th>
<th>Actual Placements</th>
<th>Actual Vs. Maximum Goal</th>
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<tr>
<td></td>
<td>Standard</td>
<td>%</td>
<td>Standard</td>
<td>%</td>
</tr>
<tr>
<td>AMO</td>
<td>1,100</td>
<td>96.27%</td>
<td>1,045</td>
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</tr>
<tr>
<td>Arbor E&amp;T, LLC</td>
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<td>97.64%</td>
<td>517</td>
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</tr>
<tr>
<td>CANC</td>
<td>539</td>
<td>99.81%</td>
<td>506</td>
<td>106.32%</td>
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<tr>
<td>Community Coalition</td>
<td>473</td>
<td>98.52%</td>
<td>451</td>
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<tr>
<td>Lutheran Services</td>
<td>1,342</td>
<td>98.66%</td>
<td>1,276</td>
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<tr>
<td>Youth Co-Op</td>
<td>1,628</td>
<td>93.37%</td>
<td>1,551</td>
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<td><strong>Workforce Development Area 23</strong></td>
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<td><strong>96.85%</strong></td>
<td><strong>5335</strong></td>
<td><strong>102.04%</strong></td>
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</table>

*ND = No data  
NA = Region performance not applicable for this measure*
The Balanced Scorecard Report measures the performance of the Workforce Development Area (WDA) 23 service providers Direct Job Placements (DJP) and the overall total number of placements. The Balanced Scorecard Year-to-Date (YTD) summary for program year 2019-2020 is from July 1, 2019 through September 30, 2019.

The WDA 23 Balanced Scorecard Report shows a total of 1,585 direct job placements.

The following is a breakdown of the Direct Job Placement types:

- Seasonal: 151 or 9.52%
- Temporary: 133 or 8.39%
- Part-Time: 44 or 2.78%
- Full-Time Universal: 740 or 46.69%
- WIOA All Types: 517 or 32.62%

Currently, the Balanced Scorecard Employment/Job Placement Average Wage report shows the overall job placement average wage for CareerSource center locations is $11.57. Monroe County (Florida Keys centers) has the highest starting average wage rate at $14.40 per hour, followed by the Northside center at $13.92 per hour. The WDA’s average time to placement is 121 days for all DJP.

SFWIB staff will continue to monitor these rates to help identify new strategies to close the gap between the average jobseeker and individuals in the hard to serve categories.

The attached reports display the aforementioned information for the current program year.
FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT
### CSSF Balanced Scorecard Report
Report Date: 7/1/2019 To 9/30/2019

<table>
<thead>
<tr>
<th>Direct Placement Type</th>
<th>Total Placements</th>
<th>Average Wage Rate</th>
<th>Average Days to Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seasonal</td>
<td>151</td>
<td>$8.72</td>
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</tr>
<tr>
<td>Temporary</td>
<td>44</td>
<td>$11.65</td>
<td>101</td>
</tr>
<tr>
<td>Part-Time</td>
<td>133</td>
<td>$11.15</td>
<td>87</td>
</tr>
<tr>
<td>Full Time Universal</td>
<td>740</td>
<td>$12.28</td>
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<td>WIOA Adult/Dislocated Worker</td>
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<td>$11.69</td>
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<tr>
<td>WIOA Job Seekers with Disability</td>
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<td>$10.00</td>
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<tr>
<td>WIOA Veterans</td>
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<td>$13.86</td>
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<tr>
<td>WIOA Ex-Offenders</td>
<td>65</td>
<td>$11.78</td>
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<td>WIOA Reemployment Assistance</td>
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<tr>
<td>WIOA Homeless</td>
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<tr>
<td>WIOA TANF/CAP</td>
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<tr>
<td>WIOA SNAP</td>
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<tr>
<td><strong>Totals:</strong></td>
<td><strong>1,585</strong></td>
<td><strong>$11.62</strong></td>
<td><strong>121</strong></td>
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</table>

ND = No Data

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### CSSF Balanced Scorecard Report
#### Report Date: 7/1/2019 To 9/30/2019

<table>
<thead>
<tr>
<th>Location</th>
<th>Standard</th>
<th>Center</th>
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<tr>
<td>Hialeah Downtown center</td>
<td>$14.58</td>
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<td>North Miami Beach center</td>
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<td><strong>Workforce Development Area 23</strong></td>
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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2019

AGENDA ITEM NUMBER: 7c

AGENDA ITEM SUBJECT: CONSUMER REPORT CARD UPDATE

AGENDA ITEM TYPE: INFORMATIONAL

RECOMMENDATION: N/A

STRATEGIC GOAL: HIGH ROI THROUGH CONTINUOUS IMPROVEMENT

STRATEGIC PROJECT: Improve credential outcomes for job seekers

BACKGROUND:

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

The CRC performance indicators for the period of July 1, 2019 through October 3, 2019 are as follows:

- The SFWIB generated $461,510.92 of wages into the South Florida regional economy.
- For every dollar spent on training, SFWIB obtained a return of $2.81.
- One hundred percent of training services participants completed classroom training.
- Of those completing training, 72 percent have obtained employment with an average wage of $23.14.
- Eighty-four percent of the participants were placed in a training-related occupation.
- The net economic benefit per placement is $35,500.84.

The attached CRC table is a summary for program year 2019-2020.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT
<table>
<thead>
<tr>
<th>Training Agent</th>
<th>Total Outcome</th>
<th>Number of Completions</th>
<th>Number of Placements</th>
<th>% of Total Training Related Placements</th>
<th>% of Total Training Related Placements</th>
<th>Total Expenditures</th>
<th>Economic Benefit</th>
<th>Net Economic Benefit Per Placement</th>
<th>Value Added per Placement</th>
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<tbody>
<tr>
<td>New Horizons</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>100.00 %</td>
<td>100.00 %</td>
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<td>$ 42,071.47</td>
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<td>The Academy -- Fort Lauderdale Campus</td>
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<td>2</td>
<td>2</td>
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<td>$ 7,694.50</td>
<td>$ 45,489.60</td>
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<td>The Academy -- Miami Campus</td>
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<td>6</td>
<td>66.67 %</td>
<td>66.67 %</td>
<td>$ 9,316.36</td>
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<td>Wyncode Academy</td>
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<td>18</td>
<td>13</td>
<td>73.33 %</td>
<td>73.33 %</td>
<td>$ 9,324.24</td>
<td>$ 48,134.40</td>
<td>$ 39,500.04</td>
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<tr>
<td>Total</td>
<td>18</td>
<td>18</td>
<td>13</td>
<td>73.33 %</td>
<td>73.33 %</td>
<td>$ 9,324.24</td>
<td>$ 164,236.25</td>
<td>$ 126,036.04</td>
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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

DATE: 10/17/2019

AGENDA ITEM NUMBER: 7d

AGENDA ITEM SUBJECT: YOUTH SERVICES BALANCED SCORECARD UPDATE

AGENDA ITEM TYPE: INFORMATIONAL

RECOMMENDATION: N/A

STRATEGIC GOAL: DEDICATED COMMITMENT TO YOUTH PARTICIPATION

STRATEGIC PROJECT: Improve service delivery outcomes

BACKGROUND:

The Youth Balance Scorecard measures the performance of the contracted Youth Service Providers. The Youth Balanced Scorecard was recently updated to provide detailed information regarding the program’s year end performance for program year 2018-2019. The report measures New Enrollments, Measurable Skills Gains, 2nd and 4th Quarter Entered Employment Rate, Median Earnings 2nd Quarter After Exit, Credential Attainment, and Follow-Up. The time period for the Youth Balance Scorecard Report is from July 1, 2018 thru June 30, 2019.

Performance Indicators:

- New Enrollments is used to measure the number new youth participants engaged/ enrolled in the WIOA youth program.
- The Measureable Skills Gain indicator is used to measure interim progress of participants who are enrolled in education or training services (basic skills, work readiness skills and occupational skills) for a specified reporting period.
- The Credential Attainment Measure is the percentage of the number of participants enrolled in an education or training program (excluding those in On-the Job Training and customized training) who attain a recognized postsecondary credential or a secondary school diploma or its recognized equivalent, during participation in or with one year after exit from the program.
- The Follow-Up Measure is the total number of WIOA Youth follow-ups completed divided by the number of all WIOA Youth with a follow-up due during the quarter.
**FUNDING:** N/A

**PERFORMANCE:**

*ATTACHMENT*

<table>
<thead>
<tr>
<th>Performance Indicators</th>
<th>In-School Youth</th>
<th>Out of School Youth</th>
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</thead>
<tbody>
<tr>
<td>New Enrollments</td>
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<td>481</td>
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<tr>
<td>Measureable Skills Gain</td>
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<td>53%</td>
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<td>Credential Attainment</td>
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<tr>
<td>Follow-Up</td>
<td>100%</td>
<td>96%</td>
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