



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
GLOBAL TALENT AND COMPETITIVENESS (GTC)
COUNCIL MEETING
Thursday, April 15, 2021
8:00 AM**

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

AGENDA

1. Call to Order and Introductions
2. Approval of GTC Council Meeting Minutes
 - A. October 15, 2020
 - B. December 17, 2020
3. Recommendation as to Approval of New Programs for an Existing Training Provider
4. Recommendation as to Approval to Allocate Funds to Miami-Dade County Public School District for the Summer Youth Internship Program
5. Recommendation as to Approval to Allocate Funds for the YWCA Women-In-Tech Project

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"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."



SFWIB GLOBAL TALENT AND COMPETITIVENESS COUNCIL

AGENDA ITEM NUMBER: 2A

DATE: April 15, 2021 at 8:00AM

**AGENDA ITEM SUBJECT: MEETING MINUTES
October 15, 2020 at 8:30 A.M.
WEBINAR**

COMMITTEE MEMBERS IN ATTENDANCE	SFWIB STAFF	OTHER ATTENDEES (AUDIENCE)
1. Ferradaz, Gilda– <i>Chairwoman</i> 2. del Valle, Juan Carlos, <i>Vice-Chairman</i> 3. Brecheisen, Bruce 4. Brown, Clarence 5. Coldiron, Michelle 6. Ludwig, Philipp 7. Piedra, Obdulio 8. Roth, Thomas 9. Loynaz, Oscar	Jean-Baptiste, Antoinette Kavehersi, Cheri Kelly, Travis Smith, Robert	Perez-Borroto, Connie
COMMITTEE MEMBERS NOT IN ATTENDANCE 10. Gazitua, Luis		

Agenda items are displayed in the order they were discussed.

1. Call to Order

Roll Call Conducted by Robert Smith

Global Talent & Competitiveness Council Chairwoman, Gilda Ferradaz called the meeting to order at 8:07am and asked all those present introduce themselves and confirmed that a quorum had been established. She noted virtual meeting protocols and read into record the order Executive Order by Florida Governor Ron DeSantis regarding Virtual Meetings.

(Public Hearing Request to Speak Acknowledge)

2. Approval of Meeting Minutes of August 20, 2020

Chairwoman Ferradaz introduced the item. She inquired about the location of the minutes in the agenda. Adults Program Supervisor Robert Smith explained where the minutes were located.

Mr. Philipp Ludwig moved the approval of August 20, 2020 meeting minutes. Motioned seconded by Mr. Thomas Roth; **Motion Passed Unanimously**

(All in favor with no opposition)

3. Information - Summer Youth Employment Program Update

Chairwoman Ferradaz introduced the item and Youth Programs Administrator Travis Kelly further presented and read the item into record.

No further questions or discussions.

[Dr. Oscar Loynaz (newly appointed member) arrived and introduced himself]

[Monroe County Commissioner Michelle Coldiron (newly appointed member) arrived and introduced herself]

[Mr. Clarence Brown arrived and introduced himself]

[Vice-Chairman del Valle reintroduced himself]

4. Information – Summer Youth Internship Program Update

Chairwoman Ferradaz introduced the item and Mr. Kelly further presented and read the item into record.

Ms. Ferradaz inquired about the number of years of partnership. Mr. Kelly responded a total of five.

5. Information – TechHire Summer Youth Boot Camp Program Update

Chairwoman Ferradaz introduced the item and Mr. Smith further presented and read the item into record.

Chairwoman Ferradaz verified data of the total amounts that applied versus the total available slots. Mr. Kelly provided further explained this has been the most participation in recent years. She further inquired about those students who weren't qualified. He provided additional details.

Commissioner Coldiron inquired about the number of students that weren't qualified versus the number of students that were not interested in participating in the program.

Mr. Kelly provided further details and noted that more information is forthcoming.

Ms. Coldiron requested

6. Recommendation as to Approval to Allocate National Dislocated Worker Grant Funds for the Florida Memorial University Project

Chairwoman Ferradaz introduced the item and read it into record. Mr. Smith further presented.

Mr. Clarence Brown moved the approval to allocate National Dislocated Worker Grant Funds for the Florida Memorial University Project. Motion seconded by Vice Chairman Juan Carlos del Valle; **Further Discussion(s):**

Chairwoman Ferradaz asked whether if potential candidates would be students. Mr. Smith responded, "Yes" then explained.

Chairwoman Ferradaz asked whether if the allocation is for the worker's salary rather than the aid. Mr. Robert responded, yes and explained the allocation is to fund worker's salary.

Mr. Roth requested additional clarification on awarded funds. Mr. Smith provided details. He further asked how much of the \$1.5 million allocated had been actually utilized. Mr. Smith responded that the information was not available. However, he assured that the information would be provided at a later date.

Mr. Smith explained that funding would not be allocated to Florida Memorial University (FMU) as the University would only be used as a worksite.

There was continued discussion.

Motion Passed by Unanimous Consent (All in favor with no Opposition)

7. Recommendation as to Approval of COVID-19 Layoff Aversion Funds for Opa-Locka Community Development Corporation, Inc.

Chairwoman Ferradaz introduced the item and Mr. Smith further presented.

Mr. Thomas Roth moved the approval of COVID-19 Layoff Aversion Funds for Opa-Locka Community Development Corporation, Inc. Motion seconded by Vice Chairman Juan Carlos del Valle; **Further Discussion(s):**

Chairwoman requested additional clarification on current vote. Mr. Smith Explained.

Mr. Roth requested additional information on funding allocation. Mr. Smith provided details. He additionally explained further details is forthcoming.

Mr. Roth further inquired about the administrative component and Mr. Smith provided details.

Chairwoman Ferradaz noted into record Mr. Ludwig's resignation.

Motion Passed by Unanimous Consent (All in favor with no Opposition)

Added-On-Item

8. Recommendation as to Approval of Miami Community Ventures

Chairwoman Ferradaz introduced the item and Mr. Smith further presented.

Mr. Thomas Roth moved the approval of COVID-19 Layoff Aversion Funds for Opa-Locka Community Development Corporation, Inc. Motion seconded by Vice Chairman Juan Carlos del Valle; **Further Discussion(s):**

Dr. Loynaz asked whether he should recuse from voting on this item due to a potential conflict. Dr. Loynaz recused from voting on item (parked in virtual waiting room)

Commissioner Coldiron inquired about the competitive procurement processes. Mr. Smith provided details.

Chairwoman Ferradaz requested additional details on funding use deadlines, and On-the-Job Training and Mr. Smith explained.

Vice-Chairman del Valle inquired about average wage. Mr. Smith explained and noted more details would be provided at a later date.

Mr. Piedra briefly commented on current supply and demand.

Motion Passed by Unanimous Consent (All in favor with no Opposition)

Prior to meeting adjournment, Chairwoman Ferradaz announced the resignation of Mr. Philipp Ludwig due to his recent promotional opportunity in Arizona. All members wished him well in his future endeavors. He thanked all and noted his resignation would be effective the end of the month.

Mr. Kelly provided details on prior concerns regarding total outcome of student achievements: He noted 893 students applied, 410 disqualified, and 166 incomplete forms. Chairwoman Ferradaz asked whether if there were any follow-ups conducted by staff. Mr. Kelly explained.

There being no further business to come before the Council, meeting adjourned at 8:57am.



SFWIB GLOBAL TALENT AND COMPETITIVENESS COUNCIL

AGENDA ITEM NUMBER: 2B

DATE: April 15, 2021 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES
 December 17, 2020 at 8:30 A.M.
 WEBINAR

COMMITTEE MEMBERS IN ATTENDANCE	SFWIB STAFF	OTHER ATTENDEES (AUDIENCE)
1. Ferradaz, Gilda– <i>Chairwoman</i> 2. del Valle, Juan Carlos, <i>Vice-Chairman</i> 3. Brecheisen, Bruce 4. Brown, Clarence 5. Roth, Thomas	Kavehersi, Cheri Kelly, Travis Smith, Robert	
COMMITTEE MEMBERS NOT IN ATTENDANCE 6. Gazitua, Luis 7. Piedra, Obdulio		

Agenda items are displayed in the order they were discussed.

1. Call to Order

Global Talent & Competitiveness Council Chairwoman, Gilda Ferradaz called the meeting to order at 8:35am and asked all those present introduce themselves.

2. **Approval of GTC Council Meeting Minutes – October 15, 2020**
Deferred due to lack of quorum.

3. **Information – COVID 19 Layoff Aversion Fund Update**

Chairwoman Ferradaz introduced the item and SFWIB Adult Programs Supervisor Robert Smith further presented. She later inquired about the additional column and Mr. Smith explained that current information presented was real-time data. She requested staff explain reasons applications were denied. Mr. Smith provided details.

Monroe County Commissioner Michelle Maxwell inquired about possible extension to smaller business owners (mom and pop businesses). Mr. Smith responded that he and Executive Director Rick Beasley were looking at drafting ideas to accommodate business applicants by possibly implementing new criteria in order to attract smaller businesses.

GTCC Vice-Chairman del Valle inquired about a timeline and end date. Mr. Smith explained.

4. **Recommendation as to Approval of Amendments to the By-Laws of the SFWIB**

Chairwoman Ferradaz introduced the item and Mr. Smith further presented.

Proposed amendments to the By-Laws listed below:

- (1). WIOA requirements for composition of board members;
- (2). Vacancies on the board
- (3). Nomination of board members
- (4). Communication media technology and telecommunications
- (5). Duties and Responsibilities of the Board
- (6). Attendance, Reappointments and Removal of Board Members
- (7). Minutes and Reasonable opportunities for the public to speak at meetings
- (8). Cancellation and Rescheduling meetings; and
- (9). Technical Revisions

Chairwoman Ferradaz asked whether if this was the final draft and inquired about the communications media and technology sections. She asked whether if the proposed changes would be the only modifications made.

Mr. Brown referenced a recent item heard before the Miami-Dade County Commissioners regarding the implementation and/or continuation of virtual meetings. Mr. Smith additionally explained to Chairwoman Ferradaz the recommended amendments via track changes.

Mr. Brecheisen questioned whether was any “real leadership in the state level” as he shared his concern about creation of a standardized By-Laws template used throughout all Local Workforce Boards (LWBs). Mr. Smith explained.

There was continued discussion.

[Call to vote deferred (more information had been requested)]

5. Recommendation as to Approval to Allocate Funds to Monroe County for an Employed Worker Training Grant

Chairwoman Ferradaz introduced the item. Mr. Smith further presented and noted into record Commissioner Coldiron’s recusal from the discussion of this item.

Commissioner Coldiron questioned her recusal from the discussion of this item. Mr. Smith explained to her that it was due to a declared conflict.

[Commissioner Michelle Coldiron parked in virtual waiting room due to a declared conflict]

Item moved to the full Board by consensus of the members present.

Chairwoman Ferradaz asked whether if the program would recruit current sheriff department employees (in Monroe). Mr. Smith responded, “No”. He further explained it would only consist of new recruits.

[Commissioner Michelle Coldiron returned to the meeting room via virtual platform]

6. Recommendation as to Approval to Allocate Funds to Miami-Dade College for the Future Banker’s Training Program

Chairwoman Ferradaz introduced the item. Mr. Smith further presented and read the item into record.

Mr. Brecheisen inquired about the current demands for bank tellers and whether if this certification would open doors for career advancement opportunities (“a stepping stone”) within the financial sector. He briefly

commended the program. Then later inquired about whether if there would be a continued demand for this particular certification. He questioned whether if this program served as a positive return on investment.

Chairwoman Ferradaz verified whether if the program also included a customer service certification.

SFWIB Youth Programs Administrator Travis Kelly noted the return on investment and career growth of those participants that take advantage of this career certification.

Mr. Kelley additionally shared with the Counsel his mom's personal career journey banking/financing sector who initially began her career as a cashier at Winn-Dixie, later became a bank teller and moved up to a mortgage underwriter.

Mr. Brecheisen inquired about the diminishing value of the certification program. He requested more up-to-date (new) information (more success story data outcome) be detailed in the agenda item; Moreover, requested the background information detailed in the agenda item be updated as well.

Mr. Clarence Brown stressed the importance of presenting more success stories in order to share positive outcomes (more data outcome and results). Preferably success stories from participants and bank representatives. Mr. Kelley explained.

Item moved to the full board by consensus of the members present.

SFWIB Executive Director Rick Beasley appeared before the Council and responded to the various concerns of the Council. Chairwoman Ferradaz requested details on By-Law regulations for virtual meetings. Mr. Brecheisen inquired about templates. Mr. Beasley explained.

Mr. Beasley thanked SFWIB Adult Programs Manager David Gilbert, Robert Smith, SFWIB Program Coordinators Alicia Thompson and Michael Johnson for their diligent work on current policy initiatives.

There was discussion on possible continuation of virtual meetings.

[The consensus of the members present moved item# 4 with amendments after continued discussion (to include Mr. Brecheisen's request that more details be provided (cliff notes) for amendment #s 8 & 9]

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

Mr. Smith presented and read the item into record.

No further questions or discussions.

(The consensus of the members present moved the item to the full board)

8. Recommendation as to Approval of Revisions to the Occupation Training Supply/Demand Policy

Mr. Smith presented and read the item into record.

No further questions or discussions.

(The consensus of the members present moved the item to the full board)

Dr. Loynaz inquired about occupation review and recommendation processes. Mr. Smith explained.

9. Recommendation as to Approval of Revisions to the Targeted Occupations List Policy

Mr. Smith presented and read the item into record.

No further questions or discussions.

(The consensus of the members present moved the item to the full board)

Commissioner Coldiron apologized for not appearing in-person.

There being no further business to come before the Council, meeting adjourned at 9:31am.



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 4/15/2021

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: EXISTING TRAINING PROVIDER AND PROGRAMS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval of New Programs for an Existing Training Provider, as set forth below.

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

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

BACKGROUND:

In accordance with Section 122 of the Workforce Innovation and Opportunity Act, regional workforce 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 add new apprenticeship programs for an existing training provider for review and approval of the Council.

Request to add New Programs for Existing Training Provider:

1. Miami Dade College Apprenticeship Program - GNJ

Request to add new programs to existing locations:

New Programs:

- Operations Management (Alternate title: General Manager) - Certificate of Completion of Apprenticeship
- Help Desk Technician - Certificate of Completion of Apprenticeship
- Customs Broker - Certificate of Completion of Apprenticeship

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

Certificate of Registration

Florida Department of Education
Division of Career and Adult Education

MIAMI-DADE COLLEGE APPRENTICESHIP PROGRAM GNJ

Issued in recognition as
registered with the Division of Career and Adult Education, Apprenticeship, as part of the National Apprenticeship Program
in accordance with the standards recommended by the

Florida Apprenticeship Advisory Council

April 16, 2018

Registration Date



Rod Duckworth
Chancellor for Career and Adult Education



Richard E. Norman, III
Program Director of Apprenticeship

2018-FL-71114

SIGNATURE PAGE

PROGRAM NAME: Miami Dade College Apprenticeship Program - GNI
 ADDRESS: 300 N. E. 2nd Ave., Miami, FL. 33132 Miami-Dade County
 PHONE: 305-237-7208 FAX: _____
 EMAIL ADDRESS: arolle@mdc.edu

COMMITTEE MEMBERS
[Print Name, Title, and Affiliation]

<i>Alexia Q. Rolfe, Ed.D.</i>	<i>Renee Lambert</i>
Alexia Q. Rolfe, Ed.D. Director, Career and Technical Education (CTE/Workforce) Miami Dade College	Renee Lambert, MA Apprenticeship Services Coordinator, Career and Technical Education (CTE/Workforce) Miami Dade College
	<i>Lorie Mendez</i>
David Sanzini President Commercial Jet	Lorie Mendez HR Generalist A Customs Brokerage
<i>[Signature]</i>	

SIGNATURE AUTHORITY FOR COMMITTEE _____ Alexia Q. Rolfe _____ *Alexia Q. Rolfe, Ed.D.*
 Name (Please Type) (Signature)
 Title: Director, Career and Technical Education Affiliation: The District Board of Trustees of Miami Dade College, Florida

REVIEWED BY:

Lorena Vasquez *[Signature]* _____ August 24, 2020
 Name Date
 Apprenticeship & Training Representative

REVIEWED APPROVED REGISTERED

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

[Signature] _____ 08 / 25 / 2020
 Authorized Official - Registration Agency Date



Andy Tuck, *Chair*
Marva Johnson, *Vice Chair*
Members
Ben Gibson
Tom Grady
Ryan Petty
Joe York

January 11, 2021

Ms. Alexia Q. Rolle, Ed.D., Chairperson
Miami-Dade College Apprenticeship Program GNJ
Career and Technical Education/Workforce
300 Northeast 2nd Avenue
Miami, Florida 33132

Dear Ms. Rolle:

The Florida Department of Education, Division of Career and Adult Education, Apprenticeship Section, has approved and registered, effective this date, the enclosed amendment to add the trade, Operations Manager (Alternate title: General Manager), to the Miami-Dade College Apprenticeship Program GNJ registered standards.

The original copy of the amendment is retained for the state file. Thank you for providing our office with the updated information.

Sincerely,

Richard E. Norman, III, State Program Director
Apprenticeship

REN/jpw

Enclosures

cc: Ms. Lorena Vasquez

Henry Mack
Chancellor of Career and Adult Education

Occupation Appendix

Miami Dade College Apprenticeship Program - GNJ (Sponsor)

In the occupation of:

Occupation / Trade	NAICS Code	RAPIDS Code	O-Net Code
Operations Management (Alternate title: General Manager)	561110	2060CB	11-1021.00

JURISDICTIONAL AREA

Miami-Dade
(Counties)

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DEFINITIONS

For the purposes of this appendix. The following definitions apply:

COMPETENCY-BASED: An apprenticeship training approach that requires the attainment of manual, mechanical, or technical skills and knowledge, as specified by an occupation standard, and demonstrated by an appropriate written and hands-on proficiency measurement. A minimum of 2,000 hours of on-the-job training is required.

SECTION XVI – TERM OF APPRENTICESHIP AND TRAINING APPROACH – 6A-23.004(2)(b) (d) FAC

On-the-Job-Training:

The term of the apprenticeship shall be 2000 hours, approximately 12 months of continuous on-the-job employment (including the probationary period). Hours for related instruction are excluded.

Related Technical Instruction:

Apprentices employed under these standards shall complete a minimum of 6-credit hours of supplemental instruction in technical subjects related to the occupation.

Training Approach:

- Time-Based Competency-Based Hybrid Career-Lattice

Related Instruction Delivery Method (select all that apply):

- Classroom
 Correspondence / Shop
 Web-Based Learning
 Other (specify) _____

Related Instruction Delivery Provider (select all that apply):

- Sponsor / Employer Facility
 Community College / Technical School
 Vocational School (Technical College / Center)
 Other (specify) _____

Related Instruction hours are provided (mark only one):

- During Work Hours; During Non-Work Hours; or During Work & Non-Work Hours

Are Wages Paid to the Apprentice During Related Technical Instruction? Yes No

Location(s) where related instruction will occur:

School Name:	Miami Dade College
Address:	300 NE 2 nd Avenue, Miami FL 33132
Contact:	Dr. Alexia Q. Rolle
Phone:	305-237-7208
E-mail:	arolle@mdc.edu

Program Title & Courses:	CIP Number:
Business Specialist <ul style="list-style-type: none">• GEB 1011 - Principles of Business• MAR 1011 - Principles of Marketing• MNA 1345 - Effective Supervision• SBM 1000 - Small Business Management	0552020103

SECTION XVII – PROBATIONARY PERIOD – 6A-23.004(2)(h, s) FAC

Apprentices employed under these standards shall be subject to a probationary period during the first **500** hrs of the apprenticeship program, which cannot exceed twenty-five percent (25%) of the length of the program or one (1) year, whichever is shorter.

SECTION XVIII – APPRENTICE WAGE SCHEDULE - 6A-23.004(2)(e) FAC

Apprentices shall be paid a progressively increasing schedule of wages based on a percentage and a dollar amount of the current hourly journeyworker wage rate, which is: \$ 21.21, as of 6 / 11 / 2020.

Occupation: Operations Management (Alternate title: General Manager)

Period of Training	Percent of Journeyworker’s Rate	Apprentice’s Hourly Rate
4 of 7 competencies	71%	\$15.00
3 remaining competencies	80%	\$17.00

SECTION XIX – RATIO OF APPRENTICES – 6A-23.004(2)(g) FAC

It shall be the responsibility of the Sponsor and Participating Employer to ensure that the allowable ratio of apprentices to journeyworkers employed in the occupation of Operations Management (Alternate Title: General Manager) is consistently maintained in the program as a whole and on the job site.

- The ratio of apprentices to journeyworkers, consistent with proper supervision, training, safety, and continuity of employment is 3 Apprentices to 1 Journeyworker.

SECTION XX – QUALIFICATIONS AND SELECTION PROCEDURES – 6A-23.004(2)(j) FAC, 29 CFR § 30.5

Applicants for apprenticeship shall meet minimum qualifications as outlined in this Appendix. These qualification standards, and the score required on any standard for admission to the applicant pool must be directly related to job performance, as shown by a statistical relationship between the score required for admission and performance in the apprenticeship program.

MINIMUM QUALIFICATIONS: This program is open to all applicants on a completely non-discriminatory basis.

a. Age (Required)

The minimum age qualification required by the Apprenticeship Committee, Sponsor, or Participating Employer for persons entering the Apprenticeship Program is: 18 years.

b. Physical

Applicants will be physically capable of performing the essential functions of the occupation, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.

c. Education

A high school diploma, General Educational Development (GED) equivalency or other high school equivalency credential is required. Applicant must provide an official transcript(s) for high school and any post-high school education. Applicant must submit the GED certificate or other high school equivalency credential if applicable.

d. English Language

Applicants must be able to read, write, and speak the English language in order to comprehend instructions on the job and in related training classes, and to ensure personal and co-worker safety on the job.

Must be able to meet all employment guidelines and requirements. All applicants will be considered without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status and afforded equal opportunity.

SELECTION PROCEDURES:

The Apprenticeship Committee or Sponsor shall select apprentices from qualified applicants using one or more of the following appropriate selection methods examples:

1. **Selection from pool of current employees:**

The sponsor may select apprentices from an eligibility pool of the workers already employed or by the sponsor's established promotion policy. The sponsor adopting this method of selecting apprentices shall establish goals for the selection of minority and female apprentices, unless the sponsor concludes, in accordance with the provisions of 29 CFR §§ 30.4(d), (e), and (f) that it does not have deficiencies in terms of underutilization of minorities and/or women (minority and nonminority) in the apprenticeship of journeyworker occupations represented by the program.

2. **Alternative Selection Methods:**

The Apprenticeship Committee or Sponsor may select apprentices by any other method, including its present selection method, including its present selection method, provided that the Sponsor meets the requirements listed in 6A-23.004 FAC. One method of Alternative Selection is as follows:

a. **Intent to Hire:**

- i. Applicants for apprenticeship must apply to the Apprenticeship Committee or Sponsor;
- ii. The applicant is screened by the Apprenticeship Committee or Sponsor on the basis of selection criteria (applicant minimum qualifications) approved by the Registration Agency;
- iii. Applicants who meet the screening requirements, and are accepted by the Apprenticeship Committee or Sponsor as eligible for apprenticeship, are then referred to participating employers who are hiring;
- iv. If the employer states in writing to the Apprenticeship Committee or Sponsor, their intent to hire an eligible applicant referred, that applicant is hired by the participating employer and registered by the Apprenticeship Committee or Sponsor.

**** No matter which selection process an Apprenticeship Committee or Sponsor adopts, Veterans who have received discharges other than dishonorable discharges and Florida Registered Preapprentice Graduates shall, if qualified, receive the same priorities.**

SECTION XXI – AFFIRMATIVE ACTION WORKFORCE ANALYSIS – 6A-23.004(2)(y) FAC

Occupation: Operations Management (Alternate title: General Manager)

Underutilization Factors:	
1. Total number of employers:	1
2. Total of employer(s) workforce:	92
3. Total journeyworkers employed by the employer(s) in the occupation:	19
4. Total female journeyworkers employed by the employer(s) in the occupation:	12
5. Total minorities journeyworkers employed by the employer(s) in the occupation:	19
6. Total youth journeyworkers age 16-24 employed by the employer(s) in the occupation:	4

** 7 thru 11 do not apply to new programs	
7. Total apprentices:	
8. Total female apprentices:	
9. Total minorities apprentices:	
10. Under-utilization of females:	%
11. Under-utilization of minorities:	%

Goals and Timetables (all future accessions at each interval):	
1. Percentage of all future accessions and at each interval to be females:	26%
2. Percentage of all future accessions and at each interval to be minorities:	44%

SECTION XXII – WORK PROCESS AND RELATED TECHNICAL INSTRUCTION – 6A-23.004(2)(c) (d) FAC

WORK PROCESS SCHEDULE

Occupation: Operations Management (Alternate title: General Manager)

O*NET CODE: 11-1021.00

RAPIDS CODE: 2060CB

Work Process Schedule:	Supervisor Signature	Date Completed
<p>Culture, Policies and Procedures; Expectations as a Manager in Training Vision, Mission and Core Values and Guiding Principles Become familiarized with all procedures all team members must follow (Personal Relationships in the Workplace, Attendance, Dress and Grooming, etc). Understand expectations of a manager</p>		
<p>Safety / Emergency Procedures / Risk Management Become familiar with Emergency Action Plan Implementing safety rules and procedures to team and customers Become familiar with emergency exits and equipment Reporting an incident or accident; how to write an incident report (<i>general and team member</i>) Become familiar with activation codes Protecting confidential information</p>		
<p>Customer Service Training & Marketing Understanding business management tools: CRM, HCM, POS, other solutions used to execute business Understand procedures: completing forms, creating accounts, agreements, transactions, payments Schedule activities, daily operations Marketing for clients and team members</p>		
<p>HR/Team Member Relations and Development Interviewing skills Onboarding new team members Schedules Observations and goal setting Addressing and reporting team member complaints/concerns Training new and existing team members</p>		
<p>Facilities Learn to do a daily walk through of the facility to monitor any possible areas in need of attention. Report when necessary. Learn to keep records of equipment Monitoring equipment Open and close buildings (alarms, keys, round, equipment)</p>		
<p>Manager on Duty Shifts Building relationships with customers Listening and addressing concerns Cognizant of non-returning customers, Follow up Team Member Relations & Development Implementing safety procedures</p>		
<p>Manager Projects Weekly manager meetings Team Member Schedules Maintaining documents Inventory and orders Weekly marketing</p>		
TOTAL MINIMUM HOURS:	2000	

RELATED TECHNICAL INSTRUCTION OUTLINE

Occupation: Operations Management (Alternate title: General Manager)

O*NET CODE: 11-1021.00

RAPIDS CODE: 2060CB

Related Instruction Description: Apprentices who successfully complete any two (2) of the four (4) courses listed below will satisfy the RTI requirement of the apprenticeship program.	Instructor Signature	Date Completed
<p>GEB 1011 - Principles of Business</p> <ol style="list-style-type: none"> 1. Demonstrate knowledge of blending people, technology and ethical behavior in business 2. Demonstrate knowledge of achieving business success by demonstrating ethical behavior and social responsibility in business 3. Identify economic challenges facing global and domestic business 4. Demonstrate knowledge of competing in global markets 5. Describe the options for organizing small and large business 6. Demonstrate knowledge of entrepreneurship 7. Demonstrate knowledge of management, leadership and the internal organization 8. Examine human resource management and motivation 9. Demonstrate knowledge of improving performance through empowerment, teamwork, and communication 10. Demonstrate knowledge of labor management relations 11. Demonstrate knowledge of customer-driven marketing 12. Demonstrate knowledge about developing and pricing goods and services 13. Demonstrate knowledge of distributing goods and services 14. Demonstrate knowledge of promoting goods and services using integrated marketing communications 15. Demonstrate knowledge of using technology to manage information and using the internet to succeed in business 16. Demonstrate knowledge of the role of accounting and financial statements 17. Demonstrate knowledge of financing and investing through securities market 		
<p>SBM 1000 - Small Business Management</p> <ol style="list-style-type: none"> 1. Demonstrate knowledge of business growth plan preparation 2. Demonstrate knowledge of financial resources 3. Demonstrate knowledge of money management skills 4. Demonstrate the application of accounting principles and concept 5. Demonstrate knowledge of business record management 6. Demonstrate knowledge of business risk analytics 7. Demonstrate knowledge of legal considerations 8. Demonstrate knowledge of human resource planning 		
<p>MAR 1011 - Principles of Marketing</p> <ol style="list-style-type: none"> 1. Recognize the importance of designing customer-oriented marketing strategies 2. Comprehend the importance of using social media to connect with customers 3. Recognize buyers and markets 4. Demonstrate how target markets 5. Recognize how marketers develop product strategies 6. Comprehend how marketers develop distribution strategies 7. Recognize how marketers develop promotional strategies 8. Identify how marketers develop pricing strategies 		
<p>MNA 1345 - Effective Supervision</p> <ol style="list-style-type: none"> 1. Recognize the importance and benefits of implementing effective supervisory and management practices in a changing workplace 2. Demonstrate how to manage conflict and difficult employees 		

<ol style="list-style-type: none"> 3. Motivate employees to achieve productivity goals 4. Recognize effective leadership practices in the workplace delegate tasks and responsibilities to increase productivity perform specific techniques for counseling and dealing with difficult and troubled employees 5. Conduct an employee performance appraisal b 6. Identify the purpose of orientation, training, and development 7. Demonstrate an understanding of the legal context of a supervisory relationship 8. Perform employment functions that include recruitment, hiring, evaluation, promotion, demotion, and termination 		
--	--	--

SECTION XXIII – LISTING OF PARTICIPATING EMPLOYERS – 6A-23.004(2)(w) FAC

Each Employer wishing to participate in this registered apprenticeship program shall sign a Participating Employer’s Agreement with the Sponsor, unless otherwise provided for in a collective bargaining agreement and in so doing, will accept the requirements of the program standards. The Program Sponsor shall provide an executed copy of the signed Participating Employer’s Agreement to the Registration Agency and the cancellation thereof.

Participating Employer	Participating Employer
Ocaquatics	

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS APPENDIX

Miami Dade College Apprenticeship Program, GNJ
(Program Name)

hereby adopts this Appendix on this 4th day of (December / 2020).

Dr. Alexia Q. Rolfe

Signature of Program Chairperson

Director, Career and Technical Education (CTE/Workforce), Miami Dade College
Title/Affiliation

Alexia Q. Rolfe, Ed.D.
Printed Name

REVIEWED BY: *Lorena Velazquez* *[Signature]*
Apprenticeship & Training Representative

12/7/2020
Date

REVIEWED

APPROVED

REGISTERED

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

[Signature]

Authorized Official - Registration Agency

01 / 11 / 2021
Date



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

April 26, 2019

Dr. John Wensveen, Ph.D., Chairman
Miami-Dade College Apprenticeship
Program GNJ
300 Northeast 2nd Avenue, Suite 1-448
Miami, Florida 33132

Dear Dr. Wensveen:

The enclosed occupation appendix for the Miami-Dade College Apprenticeship Program GNJ standards were approved and registered this date by the Division of Career and Adult Education, Apprenticeship Office. One copy of each occupation appendix is retained for the state file.

Thank you for providing us with the updated information.

Sincerely,

Richard E. Norman, III, Program Director
Apprenticeship

REN/jpw

Enclosures

cc: Mr. Randy Holmes, Region 4



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

DATE: April 26, 2019

PROGRAM SPONSOR: Miami Dade College Apprenticeship Program
EMPLOYER: Kaseya US Sales, LLC

SUBJECT: Variances from the Standard Ratio

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

The ratio may be addressed in the following manner:

“The ratio of apprentices to journeyworkers consistent with proper supervision, training, safety, and continuity of employment in a ratio of not more than three (3) apprentice for every one (1) journeyworker. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeyworkers is consistently maintained in the program by the participating employer.”

Richard E Norman III, Ed.S
State Director of Apprenticeship



Office of the Vice Provost of Academic Schools
300 NE Second Avenue
Miami, Florida 33132-2204
Phone: 305-237-7296

Date

Mr. Richard "Ted" Norman, Ed.S
State Director of Apprenticeship
Division of Career and Adult Education
Florida Department of Education
325 West Gaines, Suite 754,
Tallahassee, FL 32399-0400

Dear Mr. Norman,

In accordance with Section 446.071(3), Florida Statutes, and on behalf of the Miami Dade College Apprenticeship Program GNJ Committee, I respectfully request a variance to the journeyworker to apprentice ratios specified in Section 6A-23.004(2)(g), Florida Administrative Code (F.A.C.) and in the Section IX, Page 5 of the Standards of Appendix for the Miami Dade College Apprenticeship Program - GNJ.

This is not a construction trade.

The occupation of Help Desk Technician does not require one to one supervision. Therefore, the ratio of apprentices in our standards is written as follows:

The ratio of apprentices to journeyworkers, consistent with proper supervision, training, safety, and continuity of employment, shall be three (3) apprentices for every one (1) journeyworker. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeyworkers is consistently maintained at all times in the program by the participating employer. Section 6A-23.004(2)(g) FAC

Sincerely,

A handwritten signature in blue ink, appearing to read 'John Wessveen'.

John Wessveen, Ph.D.
Vice Provost of Academic Schools

Occupation Appendix

Miami Dade College Apprenticeship Program - GNJ (Sponsor)

In the occupation(s) of:

Occupation / Trade	Term of Training in Hours	NAISC Code	RAPIDS Code (4 digit trade #)	SOC Code
Help Desk Technician	2000	54151	1131CB	15-1151.00

JURISDICTIONAL AREA

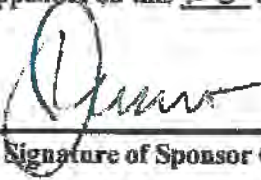
Miami Dade
(Counties)

Time Based Program: Yes No
Competency Based Program: Yes No
Hybrid Program: Yes No

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS APPENDIX

Miami Dade College Apprenticeship Program - GNJ

hereby adopts this Appendix on this 25 day of April, 2019.



Signature of Sponsor Chair

Vice Provost of Academic Schools

Title/Affiliation

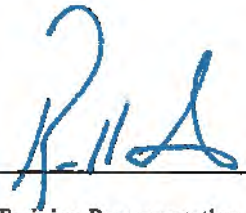
John Wengveen, Ph.D.

Printed Name

REVIEWED BY:

Randy Holmes
Name

Apprenticeship & Training Representative



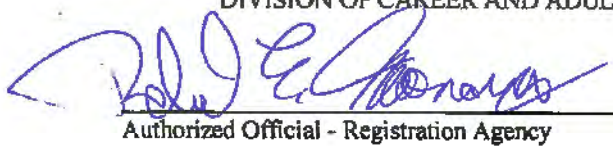
4-26-2019
Date

REVIEWED

APPROVED

REGISTERED

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



Authorized Official - Registration Agency

4/27/19
Date

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(Revised 5/26/20)

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Section V

RELATED INSTRUCTION

Apprentices employed under these standards shall be required to complete a minimum of **144** hours each year of supplemental instruction in technical subjects related to the occupation.

A related instruction outline for the occupation(s) will be defined by the sponsor and outlined as part of these standards on **Page(s) 5 - 36. 6A-23.004(2) (d) FAC**

Related Instruction Delivery Method (select all that apply):

- Sponsor's Classroom
- Career and Technical Education Classroom
- Correspondence Course
- Employer's Facility
- State/Community College Classroom
- Other (i.e. Electronic Media, etc.)

Related Instruction Provider Type (select all that apply):

- Sponsor
- Career and Technical Education School
- Correspondence Course
- Other (specify) _____
- Post-Secondary Technical School
- State/Community College
- Web Based

Related Instruction hours are provided (mark only one):

- During Work Hours
- During Non-Work Hours
- During Work & Non-Work Hours

Are Wages Paid to the Apprentice During Related Technical Instruction? Yes No

Address where related instruction classes occur:

Miami Dade College
(Name of School/Site)

300 NE 2nd Ave, Miami FL 33132
(Address) (City) (St) (Zip)

Section VI **TERM OF APPRENTICESHIP**

The term of apprenticeship shall be 2000 hours, approximately 12 months, of continuous on the job employment (including the probationary period). Hours for related instruction are excluded from those in OJT.

Section VII **APPRENTICE WAGE SCHEDULE (Revised 5/5/20)**

Apprentice Wage Schedule and Journeyworker Average Wage Rate

Occupation: **Help Desk Technician** SOC Code: 15-1151

Period of Training	Percent of Journeyworker's Rate	Apprentice's Hourly Rate
1 st 1000 Hours of Training	65%	\$15.00
2 nd 1001 – 2000 Hours of Training	75%	\$17.31

Journeyworker Hourly Wage Rate \$ 23.08, as of 05/05/2020, workweek is 40 hours.

Section IX **RATIO OF APPRENTICES ~ variance letter approved**

The ratio of apprentices to journeyworkers, consistent with proper supervision, training, safety, and continuity of employment, shall be three (3) apprentices for every one (1) journeyworker. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeyworkers is consistently maintained at all times in the program by the participating employer. Section 6A-23.004(2)(g) FAC

Section X **PROBATIONARY PERIOD**

Apprentices employed under these standards shall be subject to a probationary period during the first 62.5 days - 500 (HOURS) of the apprenticeship program, which cannot exceed twenty-five percent of the length of the program or one (1) year, whichever is shorter.

6A-23.004(2) (h, s) FAC

Alternate Minimum Qualifications**A. Age (Required)**

Minimum qualifications required by the sponsor for persons entering the apprenticeship program, with an eligible starting age not less than 18 years.

B. Education

A high school diploma, General Educational Development (GED) equivalency or other high school equivalency credential is required. Applicant must provide an official transcript(s) for high school and any post-high school education. Applicant must submit the GED certificate or other high school equivalency credential if applicable.

C. Physical (Required)

Applicants will be physically capable of performing the essential functions of the apprenticeship program and worksite, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.

D. Applicants must be able to read, write, and speak the English language in order to comprehend instructions on the job and in related training classes, and to ensure personal and co-worker safety on the job.

Miami
(City)

FL.
(State)

b) Underutilization Factors:

1.	Total number of employers:	<u>1</u>
2.	Total of employer's workforce in the trade:	<u>1</u>
3.	Total journeyworkers employed by the employers in the occupation:	<u>12</u>
4.	Total female journeyworkers employed by the employers in the craft:	<u>0</u>
5.	Total minorities journeyworkers employed by the employers in the craft:	<u>9</u>
6.	Total youth journeyworkers age 16-22 employed by the employers in the craft:	<u>1</u>
7.	Total apprentices:	<u>0</u>
8.	Total female apprentices:	<u>0</u>
9.	Total minorities apprentices:	<u>0</u>
10.	Under-utilization of females:	<u>47.77%</u>
11.	Under-utilization of minorities:	<u>84.67%</u>

c) Goals and Timetables (all future accessions at each interval):

1.	Percentage of all future accessions to be females:	<u>23.89%</u>
2.	Percentage of all future accessions to be minorities:	<u>47.77%</u>

Occupation: Help Desk Technician

O*NET CODE: 15-1151.00

RAPIDS CODE: 1131CB

Related Instruction Description:	Approximate Hours:
<p>CGS1560 – A+ Computer Operating Systems</p> <ol style="list-style-type: none"> 1. Demonstrate an understanding of the development of the microcomputer operating systems 2. Demonstrate an understanding of operating system fundamentals 3. Demonstrate an understanding on the ability to install, configure and upgrade microcomputer operating systems 4. Demonstrate an understanding on the ability to diagnose and troubleshoot operating systems 5. Demonstrate an understanding on the ability to configure the network capabilities of Windows 6. Demonstrate an understanding on virtualization 	180
<p>CTS1131 – A+ Computer Essentials & Support</p> <ol style="list-style-type: none"> 1. Demonstrate an understanding of computer fundamentals 2. Demonstrate an understanding of how computers are designed and how computers function 3. Demonstrate the ability to troubleshoot and restore computer systems 4. Demonstrate an understanding of laptops and portable devices 5. Demonstrate an understanding of operating systems 6. Demonstrate an understanding of printers and scanners 7. Demonstrate an understanding of computer networks 8. Demonstrate an understanding of computer and network security 9. Demonstrate an understanding of safety and environmental 10. Demonstrate an understanding of communication skills and professionalism 11. Demonstrate an understanding of user support and workplace skills 12. Demonstrate an understanding of Virtualization and Cloud Computing 	180
<p>CTS1134 – Networking Technologies</p> <ol style="list-style-type: none"> 1. Demonstrate understanding knowledge of computer network concepts 2. Demonstrate an understanding of network infrastructure 3. Demonstrate an understanding of network operations 4. Demonstrate an understanding of network security 5. Demonstrate an understanding of network troubleshooting and tools 6. Demonstrate an understanding of industry standards, practices, and network theory 7. Demonstrate an understanding of network communications 8. Demonstrate an understanding of network user support and professional development skills 	180
<p>CTS1328 – Supporting Microsoft Clients</p> <ol style="list-style-type: none"> 1. Demonstrate how to install the Windows client operating system 2. Demonstrate how to configure the Windows client system settings 3. Demonstrate how to manage disks, folders and files for a Windows client 4. Demonstrate how to manage users and groups for a Windows Client 5. Demonstrate how to manage device drivers and printers for a Windows client 6. Demonstrate how to manage network settings of a Windows Client 7. Demonstrate how to manage the security features of a Windows client 8. Demonstrate how to manage Windows Applications 9. Demonstrate how to optimize Windows client performance 10. Demonstrate how to troubleshoot a Windows client 11. Demonstrate how to configure Windows client mobile features 12. Demonstrate workplace skills and professionalism 	180
TOTAL MINIMUM HOURS:	720

Apprentices that successfully complete any one (1) out of the four (4) courses listed below will satisfy the RTI requirement of the apprenticeship program. In addition, the apprentice must participate in the three (3) certifications listed below.

College Credit Certificate Help Desk Support Technician	
Program Number 66037	
CIP Code 0511010313	
Related Technical Instruction	College Credits
CGS 1560C A+ Computer Operating Systems OR	4
CTS 1131 A+ Computer Essentials & Support OR	4
CTS 1328 Supporting Microsoft Clients OR	4
CTS 1134 Networking Technologies	4
CompTIA A+ Certification EXAM NUMBER: 220-901	Participate
CompTIA A+ Certification EXAM NUMBER: 220-902	Participate
CompTIA Network+ Certification EXAM NUMBER: N10-007	Participate

Section XXX

LISTING OF PARTICIPATING EMPLOYERS

Kaseya US Sales, LLC	



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

February 19, 2019

Dr. John Wensveen, Ph.D., Chairman
Miami-Dade College Apprenticeship
Program GNJ
300 Northeast 2nd Avenue, Suite 1-448
Miami, Florida 33132

Dear Dr. Wensveen:

The enclosed amendment to add the trade Customs Broker (HY) to the Miami-Dade College Apprenticeship Program GNJ standards, was approved and registered by the Division of Career and Adult Education, effective this date.

One copy of the amendment was retained for the state file. We thank you for the updated information.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard E. Norman III".

Richard E. Norman III, Program Director
Apprenticeship

RN/jpw

Enclosure(s)

cc: Ms. Betsy Wickham
✓ Mr. Randy Holmes



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

DATE: February 19, 2019

PROGRAM SPONSOR: Miami Dade College Apprenticeship Program (2018-FL-71114) – A **Customs Broker**

SUBJECT: Variances from the Standard Ratio

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

The ratio may be addressed in the following manner:

“The ratio of apprentices to journeymen consistent with proper supervision, training, safety, and continuity of employment shall be three (3) apprentices for every one (1) journeyman. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeymen is consistently maintained at all times in the program by each participating employer.”

A handwritten signature in black ink, appearing to read "Richard E. Norman III".

Richard E Norman III, Ed.S
State Director of Apprenticeship

Rod Duckworth
Chancellor of Career and Adult Education

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS APPENDIX

A CUSTOM BROKERAGE, INC.
(Employer/Organization/Sub-Committee)

hereby adopts this Appendix on this 24th day of (JANUARY / 2019).


Sponsor(s) may designate the appropriate person(s) to sign the standards on their behalf.



Signature of Sponsor (designee)

Vice Provost, Miami Dade College
Title/Affiliation

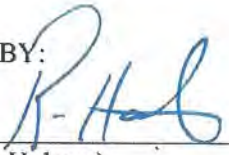
John Wensveen, Ph.D.
Printed Name



Signature of Employer (designee)

President, A CUSTOM BROKERAGE, INC.
Title/Affiliation

Gabriel D. Rodriguez
Printed Name

REVIEWED BY: 

Name (Randy Holmes)
Apprenticeship & Training Representative

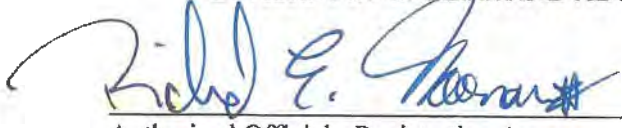
2-6-2019
Date

REVIEWED

APPROVED

REGISTERED

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



Authorized Official - Registration Agency

2/19/19
Date

January 7, 2019

Mr. Richard "Ted" Norman, Ed.S
State Director of Apprenticeship
Division of Career and Adult Education
Florida Department of Education
325 West Gaines, Suite 754,
Tallahassee, FL 32399-0400

Dear Mr. Norman,

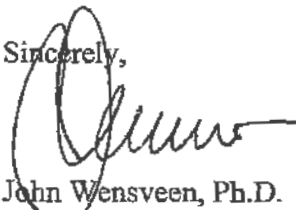
In accordance with Section 446.071(3), Florida Statutes, and on behalf of the Miami Dade College Apprenticeship Program GNJ Committee, I respectfully request a variance to the journeyworker to apprentice ratios specified in Section 6A-23.004(2)(g), Florida Administrative Code (F.A.C.) and in the Section IX, Page 5 of the Standards of Appendix for the Miami Dade College Apprenticeship Program - GNJ.

This is not a construction trade.

The **Customs Broker** apprenticeship does not require one to one supervision. Therefore, the ratio of apprentices in our standards is written as follows:

The ratio of apprentices to journeyworkers, consistent with proper supervision, training, safety, and continuity of employment, shall be three (3) apprentices for every one (1) journeyworker. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeyworkers is consistently maintained at all times in the program by the participating employer.
Section 6A-23.004(2)(g) FAC

Sincerely,



John Wensveen, Ph.D.
Vice Provost of Academic Schools

Employer / Occupation Appendix

Miami Dade College Apprenticeship Program - GNJ

(Sponsor)

In the occupation(s) of:

Occupation / Trade	Term of Training in Hours	NAICS Code	RAPIDS Code (4 digit trade #)	SOC Code
Customs Broker	2000-3000	488510	9999	13-1199.03

EMPLOYER NAME: A CUSTOM BROKERAGE, INC. Miami-Dade
ADDRESS: 1900 NW 97th Ave Doral, FL 33172 (COUNTY)
PHONE: 305-805-6797 FAX: 305-805-9798
EMAIL ADDRESS: Gabriel@acb-us.com

JURISDICTIONAL AREA

 Miami-Dade

(Counties)

Time Based Program: Yes No
Competency Based Program: Yes No
Hybrid Program: Yes No

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Section V

RELATED INSTRUCTION

Apprentices employed under these standards shall be required to complete a minimum of 144 hours each year of supplemental instruction in technical subjects related to the occupation.

A related instruction outline for the occupation(s) will be defined by the sponsor and outlined as part of these standards on Page(s) 5-10. 6A-23.004(2) (d) FAC

Related Instruction Delivery Method (select all that apply):

- Sponsor's Classroom
- Career and Technical Education Classroom
- Correspondence Course
- Employer's Facility
- State/Community College Classroom
- Other (i.e. Electronic Media, etc)

Related Instruction Provider Type (select all that apply):

- Sponsor
- Career and Technical Education School
- Correspondence Course
- Other (specify) _____
- Post-Secondary Technical School
- State/Community College
- Web Based

Related Instruction hours are provided (mark only one):

- During Work Hours
- During Non-Work Hours
- During Work & Non-Work Hours

Are Wages Paid to the Apprentice During Related Technical Instruction? Yes No

Address where related instruction classes occur:

Miami Dade College
(Name of School/Site)
2460 NE 66th Avenue, Bldg. 701 Miami FL 33122
(Address) (City) (St) (Zip)

Section VI **TERM OF APPRENTICESHIP**

The term of apprenticeship shall be 2000 - 3000 hours, approximately 12 - 18 months, of continuous on the job employment (including the probationary period). Hours for related instruction are excluded from those in OJT.

Section VII **APPRENTICE WAGE SCHEDULE**

Apprentice Wage Schedule and Journeyworker Average Wage Rate

Occupation	Customs Broker		
	Period of Training	Percent of Journeyworker's Rate	Apprentice's Hourly Rate
	1st 1,000 Hours of Training	83.33%	\$15.00
	2 nd 1,000-1300 Hours of Training	91.67%	\$16.50

Journeyworker Hourly Wage Rate \$ 18.00 , as of 1 / 4 / 2019 , work week is 40 hours.

Section IX **RATIO OF APPRENTICES** Variance letter on file

The ratio of apprentices to journeyworkers, consistent with proper supervision, training, safety, and continuity of employment, shall be three (3) apprentices for every one (1) journeyworker. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeyworkers is consistently maintained at all times in the program by the participating employer. Section 6A-23.004(2)(g) FAC

Section X **PROBATIONARY PERIOD**

Apprentices employed under these standards shall be subject to a probationary period during the first _____ 90 days - 720 (HOURS) of the apprenticeship program, which cannot exceed twenty-five percent of the length of the program or one (1) year, whichever is shorter.

6A-23.004(2) (h, s) FAC

Section XII

QUALIFICATIONS AND SELECTION PROCEDURES

A. Age (Required)

Minimum qualifications required by the sponsor for persons entering the apprenticeship program, with an eligible starting age not less than 18 years.

B. Education

A high school diploma, General Educational Development (GED) equivalency or other high school equivalency credential is required. Applicant must provide an official transcript(s) for high school and any post-high school education. Applicant must submit the GED certificate or other high school equivalency credential if applicable.

C. Physical (Required)

Applicants will be physically capable of performing the essential functions of the apprenticeship program and worksite, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.

- D. Applicants must be able to read, write, and speak the English language in order to comprehend instructions on the job and in related training classes, and to ensure personal and co-worker safety on the job.

6A-23.004(j) FAC

Selection from a pool of current employees

A sponsor may select apprentices from an eligibility pool of the workers it already employs as long as the requirements of 29 CFR § 30.5(b)(3) are met. The sponsor may select apprentices in the manner prescribed by a collective bargaining agreement, if one exists, or by the sponsor's established promotion policy. 29 CFR § 30.5(b)(3)



SFWIB GLOBAL TALENT COMPETITIVENESS

COUNCIL DATE: 4/15/2021

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: SUMMER INTERNSHIP PROGRAM

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Global Talent and Competitiveness Council to recommend to the Board the approval to allocate an amount not exceed \$1,500,000 in Temporary Assistance for Needy Families (TANF) funds to Miami-Dade County Public Schools for the Summer Youth Internship Program (SYIP), set forth below.

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

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

BACKGROUND:

The Summer Youth Internship Initiative includes a partnership with Miami-Dade County, The Children's Trust, the South Florida Educational Credit Union, the Foundation for New Educational Initiatives, Miami-Dade County Public Schools (The School Board), and the SFWIB. The initiative launched the SYIP to provide employment opportunities to South Florida's future workforce, while decreasing crime within Miami-Dade County.

The following are the overall program results for the 2020 SYIP:

- Of the 2,675 youth who were recruited and applied to the internship program, 2,072 were enrolled.
- 2,070 (99%) completed the program.
- The program intentionally recruited participants from high risk populations. 67% (1,378) qualified for free/reduced lunch and 11% (237) were youth with disabilities.
- Of the 2,072 enrolled in the SYIP, 61.4% (1,273) participated in remote internships due to the COVID 19 Pandemic, 23% (476) participated in standard on-site internships and 16% (323) had a hybrid internship of both remote and on-site hours.

The SFWIB Staff is recommending the Board invest Temporary Assistance for the Needy Families (TANF) funds to cover summer youth employment activities and services for youth with barriers to employment, particularly those youth whose families are receiving cash and or free or reduced lunch.

The SYIP will provide participants ages 15-18 with 30 hours of work per week and a stipend of \$1,300.00 over a five week period. In addition to receiving a stipend, participants will earn high school course credits and be given an opportunity to earn college credits. The stipends will consist of the following:

- Two subsequent payments of \$650.00 each.

These funds will be distributed via direct deposit through collaboration with the South Florida Educational Federal Credit Union and the Foundation for New Initiatives, Inc.

The internships will assist youth in obtaining needed skills while gaining a better understanding of the workplace by linking participants to employers that will provide work experience and career advice.

The SYIP recruitment will begin in April 2021 and the program will end in August 2021.

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 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 Miami-Dade County Public Schools, an allocation not to exceed \$1,500,000 in Temporary Assistance for Needy Families Funds for the Summer Youth Internship Program.

FUNDING: Temporary Assistance for Needy Families

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB GLOBAL TALENT COMPETITIVENESS COUNCIL

DATE: 4/15/2021

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: YOUNG WOMEN CHRISTIAN ASSOCIATION NETWORKING SECURITY PROFESSIONAL PREPARATORY CERTIFICATION TRAINING

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends the Global Talent and Competitiveness Council to recommend to the Board the approval to allocate an amount not to exceed \$200,000 in Workforce Innovation and Opportunity Act funds, as set forth below.

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

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

BACKGROUND:

The Honorable Mayor Daniella Levine Cava is launching a workforce training initiative called RENEW305 to assist the Miami-Dade economy. The workforce training initiative is designed to develop and upskill a pool of talent to meet the needs of existing businesses and companies relocating to Miami Dade County. As a TechHire community, Miami-Dade needs a pool of qualified IT professionals, which was one of the primary reasons for the creation of the TechHire Center at the Young Woman's Christian Association (YWCA) of Miami. The goal of the center is to provide an opportunity for women to be trained in the IT industry where women are under-represented.

In conjunction with RENEW 305 and to meet the needs of current local employers, CSSF staff recommends a new cohort in Networking Security Professional Preparatory. The cohort will prepare up to 20 SFWIB eligible female participants to successfully complete the 16 week Networking Security Professional Preparatory training, which will include instruction in CompTIA IT Fundamentals, A+ and Net+; Microsoft Azure Fundamentals and Administrator; as well as a variety of professional development training.

The SFWIB will provide training-related funding via Individual Training Accounts for participants to attend the training and New Horizons will provide the relevant training and placement services. The total cost of the cohort shall not exceed \$200,000.

FUNDING: Workforce Innovation and Opportunity Act (WIOA)

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 - \$11,765.71

Average Wage - \$20.55

Net Economic Benefit - \$30,979.29

Return-On-Investment - \$2.63

Economic Impact - \$526,648.00

NO ATTACHMENT