



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

June 21, 2007

9:00 A.M.

South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive
5th Floor - Conference Room 3
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Minutes of the April 19, 2007 Meeting of the SFWIB
3. Chairman's Report
 - Bio-Technology Presentation
 - Customer Testimonials
4. Executive Director's Report
5. Finance Committee Report
 - A. April 2007 Finance Report
 - B. Approval of SFWIB Fiscal Year 2007-2008 Budget
 - C. Approval to Authorize Staff to Draft and Release a Request for Qualifications (RFQ) for External Independent Audit Services
6. Workforce Systems Improvement (WSI) Committee Report
 - A. Discussion Items
 - (1) WFI/AWI State's Negotiated Round One Performance Measures
 - (2) Update on SFW Regional Balanced Scorecard
 - B. Action Items
 - (1) Approval of Non-Renewal Actions for SER-Jobs for Progress, Inc.
 - (2) Approval of Non-Renewal of Arbor's E&T LLC Out-of-School Youth Program Contract
 - (3) Approval of Actions Taken Concerning Adults Mankind Organization, Inc.
 - (4) Approval of Renewals of Current Contractors for Program Year 2007-2008
 - (5) Approval of Career Center Allocations
 - (6) Approval of Youth Program Allocations
 - (7) Approval of Allocation of Funds for the Purchase of Mobile Service Vehicles
 - (8) Approval of the Revised SFW's Regional Balanced Scorecard

7. Economic Development and Industry Sector (EDIS) Committee Report
 - A. Approval of SFW's Customized Training Policy
 - B. Approval of SFW's Employed Worker Training Program Policy
 - C. Approval of an Allocation of Funds for the Employed Worker Training (EWT) Program
 - D. Approval of an Allocation of Funds for the Career Pathway Program for Child Care Educators
 - E. Approval of an Allocation of Funds for Individual Development Accounts (IDAs)

"Section 445.007 (1), Florida Statutes states that: "If the regional workforce board enters into a contract with an organization or individual represented on the board of directors, the contract must be approved by a two-thirds vote of the entire board..." Regardless of whether or not you will be attending the meeting of the South Florida Workforce Investment Board, please contact and advise the staff of SFWIB of any such item appearing on the foregoing agenda as soon as possible and prior to any such item being brought before the Board for discussion or vote or both. Thank you for your cooperation and assistance."

South Florida Workforce Investment Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



South Florida Workforce Investment Board Meeting
 April 19, 2007, at 8:00 A.M.
 South Florida Workforce Investment Board Headquarters
 7300 Corporate Center Drive, 5th Floor - Conference Room 3

SFWI BOARD MEMBERS IN ATTENDANCE	SFWI BOARD MEMBERS <u>NOT</u> IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Abbate, Kathryn 2. Barsell, Debra 3. Buttacavoli, Mayra D. 4. Cerezo, Luis 5. Chi, Joe 6. Datorre, Roberto 7. Diggs, Bill 8. Ferradaz, Gilda 9. Fils-Aime, Sr. Daniel 10. Frost, Fred 11. Gaber, Cynthia 12. Giles, Regina M. 13. Harder, Jacklyn R. 14. Jordan, Barbara J. 15. Manrique, Carlos A. 16. Margolis, Edward 17. Marinelli, Frederick H. 18. Millan, Jorge 19. Perez, Andres M. 20. Regueiro, Maria C. 21. Rivas, Eduardo 22. Roth, Thomas 23. Russo, Monica 24. Wiedman, Holly 	<ol style="list-style-type: none"> 25. Acosta, Jose 26. Adrover, Bernardo 27. Blacher, Jeffrey, W. 28. Bridges, Jeff 29. Carpenter, Willie 30. Castellanos, Ray 31. Corradino, Joseph M. 32. DuBois, Victoria (Non-voting) 33. Hernandez-Hendrix, Dr. Nora 34. Manning Anne 35. Moreno, Rolando 36. Roberts, Alvin W. 37. Rosemond, David A. 38. Rodriguez, Pedro 39. Rucker, Clyde 40. Socorro, Ivonne 41. Talbert, Gregg 42. Talbert, William <p style="text-align: center;">LEGAL COUNSEL</p> <p>Tell, Peter S., Assistant Miami-Dade County Attorney</p>	<p>Carthon, Lloyd, Forward March/ The Paxen Company, Inc.</p> <p>Cela, Jose, SER-Jobs for Progress, Inc.</p> <p>Menendez, Mirizza, Unidad of Miami Beach</p> <p>Milian, Dalia - City of Hialeah</p> <p>Milian, Delia - City of Hialeah</p> <p>Mitchell, Carlena, Miami-Dade County Public Schools</p> <p>Pichardo, Jorge, Youth Co-op, Inc.</p> <p>Rodriguez, Maria, Youth Co-op, Inc.</p> <p>Rodriguez, Nancy, S&CTC</p> <p>Sanchez, Ophelia, Management Resources, Inc.</p> <p>Sookie, Jossette, Forward March/ The Paxen Company, Inc.</p> <p><i>[Illegible]</i></p> <p>SFW STAFF</p> <p>Beasley, Rick</p> <p>Glancy, Anne</p> <p>Hernandez, Juan</p> <p>Kistner, Ken</p> <p>Pierre, Linda</p> <p>Smith, Marian M.</p> <p>Soto, Roxanne</p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Edward Margolis, SFWIB Chair, called the meeting to order at 8:15 a.m. without a quorum and welcomed the members.

3. Chairman's Report

Mr. Margolis noted that the Executive Committee would meet on May 2, 2007 at 8:30am.

He appointed Bill Talbert and Jackie Harder to head a team that will arrange an SFWIB retreat in July or August after the release of State of the Workforce Report, and the Mayor's input is received.

Mr. Margolis reported on a meeting with the Early Learning Coalition. Dr. Rivas requested that all SFWIB members be notified regarding public meetings scheduled with members of SFW and another entity, even if the

notice is received the day of the meeting. Mr. Margolis noted that the next meeting would be April 30th at 2:00 at the Early Learning Board location.

[Luis Cerezo arrived.]

There was a brief discussion concerning the high demand for teachers vs. the low supply of teachers. Mr. Margolis referred the issue to the Economic Development Committee which would report to the SFWIB.

Commissioner Jordan added that jobs in health-related fields are in demand in Miami-Dade County as well as nation-wide. Mr. Margolis noted that the Board Members should use their contacts to engage the necessary persons, and that Myra Buttacavoli met with Mt. Sinai hospital representatives, and also put them in contact with SFWIB staff.

Mr. Margolis asked Members to take the initiative and move quickly.

2. **Approval of Board Meeting Minutes**

Debra Barsell noted that she had been out of the room for item 5 H.

Commissioner Jordan moved approval of the Minutes of the February 15, 2007, meeting of the SFWIB with the change noted. The motion was seconded by Frederick Marinelli and approved.

4. **Executive Director's Report**

Mr. Beasley reported on the following:

Planning Allocation

SFWIB staff has been advised that the Region's Workforce Investment ACT (WIA) funding allocation has been reduced by \$1.8 million. No Temporary Assistance for Needy Families (TANF) allocation had been received.

Grants applications submitted:

- A. Workforce Innovation in Regional Economic Development (Wired) Grant: The funding requested for the three year grant period (July 1, 2007 – June 30, 2007) was \$5,000,000. The grant was targeted at the Bioscience /IT industry.
- B. High-Growth Job Training Initiative Grant for Long-Term Health Care Sector of the Health Care Industry: This grant was submitted in partnership with the Florida Health Care Association, American Health Care Association, Miami Dade College, Miami-Dade County Public Schools, George Washington University and fourteen local nursing homes. The grant purpose is to provide Certified Nursing Assistants (CNAs) with the personal improvement, professional development and advancement opportunities necessary to stabilize the long-term care workforce. The funding requested for the three year grant period was \$500,000.

The Employment and Training Administration (ETA), U.S. Department of Labor (DOL), announced the availability of approximately \$5 million in Responsible Reintegration of Youthful Offender grant funds to address the specific workforce challenges of ex-offenders and produce positive outcomes with a particular focus on employment and reduced recidivism. Grant funds awarded under this competition will be used to implement a program of services for ex-offenders (ages 18 to 29) under a beneficiary-choice contracting model. It is anticipated that individual awards will average \$1,000,000 for the first year of operation to serve 225 participants per site.

Mr. Beasley brought to the Board's attention that the 8:00 a.m. start time for SFWIB meetings does not permit one Board member to attend meetings.

In addition Mr. Beasley reported on the meeting with Mt Sinai as well as the strategic planning process.

4.A **Approval is recommended for the Refugee Employment and Training (RET) Program actions for the Little Havana and Miami Beach geographical areas, as set forth below.**

Roberto Datorre moved approval for the Refugee Employment and Training (RET) Program actions for the Little Havana and Miami Beach geographical areas, as set forth in the agenda item. The motion was seconded by Maria Cristina Regueiro, and approved.

4.B Approval is Recommended for the Youth Crime Prevention Services Actions

Joe Chi moved approval for the Youth Crime Prevention Services actions, as described below. The motion was seconded by Fred Frost and approved.

4.C Approval is recommended for the results of the Informal Resolution Conference

Fred Marinelli moved approval for the results of the Informal Resolution Conference as described below. The motion was seconded by Commissioner Jordan and approved.

5. Finance Committee Report

Mr. Beasley provided the report. He noted that the Finance Committee would meet on May 3, 2007 at noon, and in addition, another Finance Committee meeting may be scheduled in May to review the budget.

Ms. Buttacavoli noted that the Committee also agreed to have one meeting a year devoted to the audit, and two meetings or more per year devoted to the budget. [Copies of the audit report were distributed.]

Mr. Beasley noted that the Finance Committee considered approval of a forensic audit. There was a lengthy discussion on what a forensic audit is and the possible cost. Mr. Beasley noted that an RFP would be necessary, if approved. Ms. Buttacavoli added that the scope of the audit and the RFP would be brought to the Board for review.

5.A Finance Report

Regarding under-expenditures in Youth, Mr. Beasley said he had requested corrective action plans from those providers under utilizing funds, and the plans have been received. Staff is now reviewing those plans.

Ms. Buttacavoli suggested that the providers may not have a clear picture of what expenses are allowable, and therefore, when they find out, then invoices are submitted late. She noted that it may be too late for providers to spend funds de-obligated from other providers.

Mr. Margolis asked that this issue be included on the Finance and Executive Committee agendas.

Regina Giles asked that the corrective actions plans be copied to all members of the Youth Council.

Monica Russo said we need to understand patterns, surges, etc. to be pro-active for next year.

Commissioner Jordan asked that the Finance Committee look at financial projections 6 months in advance so that by March the Board would know what actions must be taken regarding deobligation of funding.

6. Workforce Systems Improvement (WIS) Committee Report

Daniel Fils-Aime, Committee Chair, provided the report. The committee met March 27, 2007, and approved set dates and times for committee meetings. The committee will meet 2 weeks prior to each SFWIB meeting at various Career Centers. The Committee will also schedule site visits at Career Centers region-wide.

The committee recommended that a mobile unit be purchased to provide services to under-served areas of the region.

6.A Approval of an Allocation for the Wider Opportunities for Women, Inc. (WOW) Self-Sufficiency Study

[Ms. Giles left the room.]

Mr. Beasley noted that the updated study might be completed in time for the SFWIB retreat.

Ms. Buttacavoli asked that in the future that the total cost of the study be included in the item, as well as the amounts funded by other organizations, the amount funded by SFWIB, and when the report is due.

Mr. Marinelli asked that in the future the correspondence from the requestor be attached to the agenda item as well.

Mr. Beasley noted that the amount for approval by SFWIB is the remaining amount needed to fully fund the study.

Dr. Rivas noted that there might be other studies that SFW could help fund, and those studies need to be identified.

Mr. Manrique noted that the Beacon Council does a study/survey that could help in our discussions concerning the TOL.

Commissioner Jordan moved approval of an allocation in an amount not to exceed \$10,000.00 in Temporary Assistance for Needy Families (TANF) funds to the Human Services Coalition of Dade County, Inc. to help fund an update of the Self-Sufficiency Study by Wider Opportunities for Women, Inc. The motion was seconded by Frederick Marinelli and approved.

6.B Approval of Request for Additional Funds for the City of Hialeah

Ms. Buttacavoli noted that staff is responsible for informing the SFWIB if Career Centers are not performing and that in the future she would like to see more information included in the agenda items.

Mr. Beasley noted that more information could be included in agenda items, such as the original allocation amount, how much would be spent per year, and what the money is to be used for.

Mr. Datorre asked if there is a process for requesting additional funding. He said that a process is necessary in order to be fair and show that the actions are justified.

Mr. Marinelli noted that the City Attorney had informed him that at the SFWIB he does not represent himself, he represents the City of Hialeah. He added that all providers have the opportunity to request funds, and he noted that under performing providers must be looked at.

Mr. Manrique offered that with performance based contracts the Board must review the Career Center performance and take action if necessary, at the end of the fiscal year.

Eduardo Rivas moved approval to allocate an amount not to exceed \$60,795.00 in Workforce Investment Act (WIA) Adult funds and \$57,840.00 in WIA Dislocated Worker funds to the City of Hialeah. The motion was seconded by Carlos Manrique and approved.

7. Intergovernmental Affairs Committee Report

Mr. Marinelli, Committee Chair, reported on the Committee's April 2, 2007 meeting, and commented that the committee is not a lobbying committee, and that the Committee would meet on an as-needed basis.

7.A Discussion on Senate Bill 870

Mr. Marinelli reported on SB 897 and the consensus was that the consolidation of WFI and AWI would not have an impact on local control by the Board.

Regarding Senate Bill 870 Dr. Rivas offered that he had heard that some funding would be funneled through the Department of Education (DOE) workforce.

8. Economic Development and Industry Sector (EDIS) Committee Report

Andres Perez, Committee Chair, requested that the action item be taken up first.

He then provided a brief report on the Committee's April 3, 2007 meeting.

[Mr. Beasley left the meeting and was replaced by Marian Smith.]

8.A Approval of an Approved Training Agent New Program

Joe Chi moved approval for the addition of a new training program for an approved Region 23 Training Agent, Advance Science Institute, Inc. The motion was seconded by Commissioner Jordan and approved.

8.B Discussion on Regional Targeted Occupations List (TOL)

Mr. Marinelli asked why the State questioned Computer Specialist, when those occupations are so in demand.

Dr. Rivas expressed his concern that each year much time is spent to justifying occupations so that they would remain on the TOL, or be added back to the TOL.

Mr. Perez replied that a request had been submitted requesting that the occupations on the TOL remain for three years.

Other issues:

Commissioner Jordan asked that the appropriate committee be asked to consider the IDA, as that is one of the self-sufficiency tools for the welfare recipients, and the homeless. She explained that money is put aside and IDA matches that amount.

The Commissioner noted that the mobile unit is a good idea, not only would it serve customers, but SFW would have high visibility while also meeting the needs of the community.

Ms. Ferradaz offered that strategic planning and other issues be considered globally.

There was discussion regarding a disabled Board member who has been unable to attend 8:00 a.m. meetings because his attendant care assistants are not permitted to arrive early enough. Transportation is not the ultimate problem.

Telephone conferencing was considered, as well as paying overtime pay to the person to arrive earlier.

Dr. Rivas moved approval to change the start time of the SFWIB meetings from 8:00 a.m. to 9:00 a.m.. The motion was seconded by Deb Barsell and approved.

The meeting adjourned at 10:05 A.M.



5.A

South Florida Workforce Investment Board

June 21, 2007

April 2007 Finance Report

The finance report for the months ending April 30, 2007, will be reviewed.

Attachments



5.B

South Florida Workforce Investment Board

June 21, 2007

**Approval of SFWIB Fiscal Year 2007-2008
Budget**

RECOMMENDATION

The Finance Committee recommends approval of the SFWIB Fiscal Year 2007 -2008 Budget.

BACKGROUND

At its May 24th meeting the Committee began discussion of the SFWIB Fiscal Year 2007-2008 budget.

SFWIB Committees have met and have requested that allocations for specified programs be included in the budget. In addition, SFWIB staff had made revisions to the budget suggested by Finance Committee members.

At its June 14th meeting the Finance Committee reviewed and discussed the proposed budget at length as well as the SFWIB Committees' recommendations for allocations for specified programs. The Finance Committee recommended that the Committees' recommendations be included in the SFWIB Fiscal Year 2007-2008 Budget.

The Committee then recommended that the SFWIB Fiscal Year 2007-2008 Budget be forwarded to the full Board for approval.

Attachments



5.C

South Florida Workforce Investment Board

June 21, 2007

Approval to Authorize Staff to Draft and Release a Request for Qualifications (RFQs) for External Independent Audit Services

RECOMMENDATION

The Finance Committee recommends approval to authorize staff to draft and release a Request for Qualifications for External Independent Audit Services as described below.

BACKGROUND

Federal and State regulations require an annual audit of recipients(s) or sub-recipients of federal funding with cumulative expenditures of \$500,000.00 or more in a fiscal year. The Agency for Innovation (AWI) recommends that the Regional Workforce Boards follow the standard procurement process to select a qualified independent auditor.

In 2004, McGladrey & Pullen, LLP was competitively selected in to provide independent external auditing services for SFW. The current contract with McGladrey & Pullen, LLP cannot be renewed at this time.

At its June 14th meeting the Finance Committee discussed this item and the Committee recommended that staff be given authority to draft and release a Request for Qualifications for External Independent Audit Services and forwarded its recommendation to the full Board for approval.



6.A(1)

South Florida Workforce Investment Board

June 21, 2007

**Discussion of the WFI/AWI State's
Negotiated Round One Performance
Measures**

DISCUSSION ITEM

SFWIB staff has negotiated with the State the attached Program Year 2007-2008 Round 1 performance measures.

Attachment

TABLE O - PERFORMANCE Region 23 - South Florida Workforce Board					
LOCAL AREA NAME Region 23 South Florida Workforce Board	TOTAL PARTICIPANTS SERVED				
ETA ASSIGNED # 12055	TOTAL EXITERS				
		Proposed Goals 08-09	Proposed Goals 07-08	Final Goals 05-06	Final Goals 06-07
CUSTOMER SATISFACTION	WIA PROGRAM PARTICIPANTS	75.00	75.00	74.00	75.00
	EMPLOYERS	74.00	74.00	74.00	76.00
ENTERED EMPLOYMENT RATE (04/01/05 to 03/31/06)	ADULT	72.00%	71.00%	69.00%	71.00%
	DISLOCATED WORKERS	73.00%	72.00%	70.00%	72.00%
	OLDER YOUTH	66.00%	66.00%	63.00%	66.00%
RETENTION RATE (10/01/04 to 09/30/05)	ADULT	81.00%	81.00%	80.00%	81.00%
	DISLOCATED WORKERS	84.00%	84.00%	82.00%	84.00%
	OLDER YOUTH	79.00%	79.00%	77.00%	79.00%
	YOUNGER YOUTH	55.00%	55.00%	53.00%	54.00%
AVERAGE EARNINGS (10/01/04 to 09/30/05)	ADULT	\$12,383	\$12,383	\$3,500	\$12,383
	DISLOCATED WORKERS	\$13,711	\$13,711	(\$1,000)	\$13,711.50
	OLDER YOUTH	\$3,200	\$3,200	\$3,100	\$3,200
EMPLOYMENT & CREDENTIAL RATE (04/01/05 to 03/31/06)	ADULT	51.00%	51.00%	50.00%	51.00%
	DISLOCATED WORKERS	47.00%	47.00%	46.00%	47.00%
	OLDER YOUTH	35.00%	35.00%	35.00%	37.00%
YOUTH DIPLOMA OR EQUIVALENT RATE (10/01/05 to 09/30/06)	YOUNGER YOUTH	44.00%	44.00%	43.00%	44.00%
SKILL ATTAINMENT RATE (10/01/05 to 09/30/06)	YOUNGER YOUTH	74.00%	74.00%	73.00%	75.00%
PLACEMENT IN EMPLOYMENT OR EDUCATION October 1, 2004 - September 30, 2005	YOUNGER YOUTH	55%	55.00%	N/A	N/A
ATTAINMENT OF DEGREE OR CERTIFICATE October 1, 2004 - September 30, 2005	YOUNGER YOUTH	25%	25.00%	N/A	N/A
WAGNER-PEYSER ENTERED EMPLOYMENT RATE	ALL IN PROGRAM	59%	59.00%	N/A	59.06%
WAGNER-PEYSER EMPLOYMENT RETENTION RATE	ALL IN PROGRAM	78%	78.00%	N/A	78.34%
WAGNER-PEYSER AVERAGE EARNINGS	ALL IN PROGRAM	\$ 11,000	\$ 11,000	N/A	\$11,000



6.A(2)

South Florida Workforce Investment Board

June 21, 2007

Update on the Regional Balanced Scorecard Measures

DISCUSSION ITEM

SFWIB staff will provide an update on the Regional Balanced Scorecard.

Attachment

(DRAFT) Balanced Scorecard FP '06-'07 (Progress Report)

Report date range: 7/1/2006 - 3/31/2007

Report date: 4/29/2007 @ 9:30 a.m.

Update date: 5/25/007

	Centers	WIA Training	Standard	CAP Training	Standard	Employment	Standard	Professional Placements	Standard	Employment Wage Rate	Standard	WIA Retention Rate	Standard	CAP Retention Rate	Standard	Job Development Index	Standard	UC Duration	Standard	WT Error Rate	Standard
Arbor	Carol City		70%	87%	50%	1578	1317	40	14	\$ 9.66	\$ 12.00		85%	87%	75%	612	535	9	<10 wks	8.08%	3%
	Hiialeah Gardens		70%	78%	50%	1848	1646	17	25	\$ 9.00	\$ 12.00		85%	78%	75%	931	993	9	<10 wks	7.06%	3%
	Homestead		70%	78%	50%	2484	1275	21	18	\$ 7.87	\$ 12.00		85%	78%	75%	399	483	9	<10 wks	12.25%	3%
	Northside		70%	78%	50%	1811	1500	34	37	\$ 9.27	\$ 12.00		85%	73%	75%	631	666	9	<10 wks	11.27%	3%
Youth Co-Op	West Dade		70%	88%	50%	2416	1731	78	76	\$ 10.25	\$ 12.00		85%	88%	75%	1757	1289	9	<10 wks	0.46%	3%
	Perrine		70%	81%	50%	2151	1749	98	39	\$ 10.03	\$ 12.00		85%	81%	75%	1004	768	9	<10 wks	2.03%	3%
	Little Havana		70%	76%	50%	1423	1395	47	38	\$ 11.22	\$ 12.00		85%	76%	75%	1302	822	9	<10 wks	3.37%	3%
	Florida Keys		70%	88%	50%	300	635	23	6	\$ 11.08	\$ 12.05		85%	88%	75%	532	212	8	<10 wks		3%
Ser Jobs	Miami Downtown		70%	69%	50%	904	930	25	21	\$ 10.01	\$ 12.00		85%	69%	75%	1039	1075	9	<10 wks	3.51%	3%
	N. Miami Beach		70%	83%	50%	1571	1337	46	31	\$ 10.10	\$ 12.00		85%	83%	75%	915	1122	9	<10 wks	3.43%	3%
Unidad	Miami Beach		70%	64%	50%	882	746	32	46	\$ 9.92	\$ 12.00		85%	64%	75%	727	620	9	<10 wks	13.99%	3%
City of Hiialeah	Hiialeah Downtown		70%	86%	50%	1457	1196	10	16	\$ 9.19	\$ 12.00		85%	86%	75%	1724	1269	9	<10 wks	1.53%	3%
	Transition		70%	N/A	50%	376	440	4	2	\$ 9.42	\$ 9.95		85%	N/A	75%	244	219	n/a	<10 wks	n/a	3%
Region 23	Region 23		70%	80%	50%	19201	15897	475	369	\$ 9.65	\$ 12.00		85%	80%	75%	11817	10073	9	<10 wks	6.09%	3%

(DRAFT) Balance

Report date range: 7/1/2006 - 3/31/2
 Report date: 4/29/2007 @ 9:30 a.m.
 Update date: 5/25/007

		REGIONAL																	
	Centers	WIA Error Rate	Standard	Job Order Filled Rate	Standard	Participation Rate	Standard	CAP EER %	Standard	WP EER %	Standard	WIA Employed Worker EER %	Standard	WIA Adult EER %	Standard	WIA DW EER %	Standard	VET EER %	Standard
Arbor	Carol City	6.49%	3%		65%		52%	31%	40%	30%	68%	86%	90%	100%	89%	98%	90%	24%	65%
	Hiialeah Gardens	8.04%	3%		65%		52%	42%	40%	43%	68%	93%	90%	95%	89%	96%	90%	39%	65%
	Homestead	11.32%	3%		65%		52%	37%	40%	45%	68%	75%	90%	96%	89%	97%	90%	22%	65%
	Northside	17.47%	3%		65%		52%	26%	40%	31%	68%	95%	90%	100%	89%	95%	90%	30%	65%
Youth Co-Op	West Dade	2.18%	3%		65%		52%	33%	40%	30%	68%	100%	90%	97%	89%	98%	90%	30%	65%
	Perrine	2.76%	3%		65%		52%	38%	40%	41%	68%	100%	90%	100%	89%	97%	90%	34%	65%
	Litle Havana	2.98%	3%		65%		52%	34%	40%	37%	68%	98%	90%	100%	89%	100%	90%	35%	65%
	Florida Keys	4.95%	3%		65%		52%	0%	40%	30%	68%	100%	90%	100%	89%		90%	33%	65%
Ser Jobs	Miami Downtown	6.21%	3%		65%		52%	30%	40%	32%	68%	78%	90%	91%	89%	100%	90%	38%	65%
	N. Miami Beach	2.95%	3%		65%		52%	37%	40%	32%	68%	89%	90%	95%	89%	98%	90%	31%	65%
Unidad	Miami Beach	2.63%	3%		65%		52%	30%	40%	31%	68%	100%	90%	90%	89%	88%	90%	36%	65%
City of Hiialeah	Hiialeah Downtown	4.69%	3%		65%		52%	44%	40%	40%	68%	100%	90%	100%	89%	100%	90%	34%	65%
Transition	Transition	1.60%	3%		65%		52%	0%	40%	39%	68%	0%	90%	100%	89%	0%	90%	32%	65%
Region 23	Region 23	5.71%	3%	60.30%	65%	46.40%	52%	39%	40%	35%	68%	95%	90%	96%	89%	96%	90%	31%	65%



6.B(1)

South Florida Workforce Investment Board

June 21, 2007

Approval of Non-Renewal Actions for SER-Jobs for Progress Inc.

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the following actions concerning SER-Jobs for Progress Inc. contracts with SFWIB:

1. Non-renewal of SER-Jobs for Progress, Inc. Youth Program and Refugee Employment & Training Program contracts, and
2. Non-renewal of SER-Jobs for Progress, Inc. Career Center contract for the Miami Downtown Career Center.

BACKGROUND

SFW's Office of Continuous Improvement (OCI) conducted a system-wide support services monitoring review and found discrepancies in documentation submitted by SER-Jobs for Progress, Inc. Due to the nature of the deficiencies, which occurred through-out the year, SER-Jobs for Progress, Inc. was found in breach of contract.

During this review OCI discovered that SER-Jobs sought reimbursements for transactions that were allegedly processed and expenditures occurred, however, participants and vendors were paid after SER-Jobs collected reimbursement from SFWIB.

SER-Jobs failed to adhere to the requirements of its contracts as set forth in Article IV, Section J, which states "the Contractor, shall pay for participant costs directly and seek reimbursement from SFWIB. OCI noted that SER-Jobs by operating this way was in breach of its contract under Article II – General Conditions, Section E – Breach of Contract –Items:

- (2) "The contractor ineffectively or improperly uses SFWIB funds provided to Contractor under this contract",
- (5) "The Contractor fails to submit, or submits incorrect or incomplete proof of expenditures to support disbursement requests of fails to submit or submits incomplete or incorrect detailed reports of expenditures or final expenditure reports", and,
- (9) "The Contractor attempts to meet Contractor's obligations under this Contract through fraud, misrepresentation or material misstatements".

Based on the issue noted and the fact that this occurred throughout the year SFWIB staff is recommending the following actions concerning SER-Jobs for Progress, Inc. contracts with SFWIB:

1. Non-renewal of SER-Jobs for Progress, Inc Youth Program and Refugee Employment & Training Program contracts, and
2. Non-renewal of SER-Jobs for Progress, Inc Career Center contract for the Miami Downtown Career Center.

The Workforce Systems Improvement Committee at its June 5, 2007 meeting discussed the actions concerning SER-Jobs for Progress, Inc. contracts with SFWIB and recommended that the actions concerning SER-Jobs for Progress, Inc. contracts with SFWIB be forwarded to the full Board for approval with the caveat to make sure staff was not affected.



6.B(2)

South Florida Workforce Investment Board

June 21, 2007

**Approval of Non-Renewal of Arbor E&T
LLC Out-of-School Youth Program
Contract**

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the non-renewal of Arbor E&T LLC Out-of-School Youth contract for the reasons described below.

BACKGROUND

Arbor E&T LLC was awarded a youth contract to operate an out-of-school program for Program Year 2006-2007. The funds awarded were Workforce Investment Act (WIA) and The Children's Trust (TCT) youth funding. During Program Year 2006-2007, Arbor E&T LLC has experienced the following significant issues:

1. Falsification of summer payroll documentation by youth staff member,
2. Enrolled ineligible youth in TCT out of school program for year-round activities,
3. Under enrollment of youth participants in the WIA and TCT youth program,
4. Did not fulfill contractual obligations with two approved youth subcontractor,
5. Enrolled underage youth in work activities for summer under TANF funding,
6. Enrolled and served in school youth under an out of school youth contract,
7. Deobligating proposed unexpended youth dollars for PY '06-07 of \$908,274.00,
8. Lack of recruitment effort which led to inadequate service delivery to youth in Homestead and surrounding areas,
9. Entering incorrect data in state reporting system,
10. Youth programs staff salaries in the budgets did not agree with the payroll salaries,
11. Late submission of monthly reports,
12. Purchased fans and picnics tables and submitted the expenditures for reimbursement under the budget snack line item as a food invoice,
13. Lack of supervisory leadership during summer program activities,
14. Lack of supervision of youth participants attending in-house classroom activities,
15. Errors in budget calculations often led to several reviews and rejections. (Example: budget did not match the funding amount as allocated by funding streams; budget narrative did not match budget),
16. Error Rate for WIA youth files-information and maintenance is 5.98% (standard percentage is 5%), and
17. Arbor does not submit accurate and complete reimbursement packages to SFWIB in a timely manner.

The Workforce Systems Improvement Committee at its June 5, 2007 meeting discussed the non-renewal of Arbor E&T LLC Out-of-School youth contract and recommended that the non-renewal of the contract be forwarded to the full Board for approval.



6.B(3)

South Florida Workforce Investment Board

June 21, 2007

**Approval of Actions Taken Concerning
Adults Mankind Organization, Inc.**

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the following actions concerning Adults Mankind Organization, Inc:

1. Adults Mankind Organization, Inc. must reimburse SFWIB \$9,000.00.
2. Adults Mankind Organization, Inc. must submit an acceptable Corrective Action Plan (CAP).

BACKGROUND

SFW's Office of Continuous Improvement (OCI) conducted a system-wide support services monitoring review and found discrepancies in documentation submitted by Adults Mankind Organization, Inc (AMO). Due to the nature of the deficiencies, which occurred only once, Adults Mankind Organization, Inc. was found in breach of contract.

During this review OCI discovered that AMO sought reimbursements for transactions that were allegedly processed and expenditures occurred, however, participants and vendors were paid after AMO collected reimbursement from SFWIB.

AMO failed to adhere to the requirements of its contracts as set forth in Article IV, Section J, which states "the Contractor, shall pay for participant costs directly and seek reimbursement from SFWIB. OCI noted that AMO by operating this way was in breach of its contract under Article II – General Conditions, Section E – Breach of Contract –Items:

- (2) "The contractor ineffectively or improperly uses SFWIB funds provided to Contractor under this contract",
- (5) "The Contractor fails to submit, or submits incorrect or incomplete proof of expenditures to support disbursement requests of fails to submit or submits incomplete or incorrect detailed reports of expenditures or final expenditure reports", and,
- (9) "The Contractor attempts to meet Contractor's obligations under this Contract through fraud, misrepresentation or material misstatements".

Based on the issue noted and the fact that this only occurred once, SFWIB staff is recommending the following actions concerning Adults Mankind Organization, Inc:

1. Adults Mankind Organization, Inc. must reimburse SFWIB \$9,000.00.
2. Adults Mankind Organization, Inc. must submit an acceptable Corrective Action Plan (CAP).

The Workforce Systems Improvement Committee at its June 5, 2007 meeting discussed the actions concerning Adults Mankind Organization, Inc. The Committee Chair requested that SFWIB staff get the agreement with AMO in writing with a timeline for repayment. After further discussion the Committee recommended that the actions concerning Adults Mankind Organization, Inc. be forwarded to the full Board for approval.



6.B(4)

South Florida Workforce Investment Board

June 21, 2007

Approval of Renewals of Current Contractors for Program Year 2007-2008

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval for the renewal of current Contractors for Program Year 2007-2008, as set forth below.

BACKGROUND

Current Career Center and Youth Program contracts allow for renewal of these contracts based on availability of funds. The current contractors for renewal are listed below:

Career Center Services:

- Arbor E & T, LLC
- Arbor E&T, LLC with JFM
- Hialeah, City of
- SER-Jobs for Progress, Inc. – North Miami Beach
- Transition, Inc.
- UNIDAD of Miami Beach, Inc.
- Youth Co-Op Inc.

Youth Services:

Out-of-School

- Cuban American National Council, Inc.
- Greater Miami Service Corps
- Hialeah, City of
- Private Industry Council of Dade County, Inc. dba Jobs for Miami
- Youth Co-Op Inc.

In-School

- Cuban American National Council, Inc
- Easter Seals South Florida, Inc.
- Hialeah, City of
- Private Industry Council of Dade County, Inc. dba Jobs for Miami
- UNIDAD of Miami Beach, Inc.
- Youth Co-Op Inc.

Special Programs

- Easter Seals South Florida, Inc.- Youth with Disabilities
- Transition, Inc. – Youth Offenders

Crime Prevention Programs

- Miami-Dade County Public School
- Transition, Inc.
- Trinity Church, Inc.
- Youth Co-Op, Inc.

The Workforce Systems Improvement Committee at its June 5, 2007 meeting discussed the renewal of current Contractors for Program Year 2007-2008 with the following caveats:

Career Center Renewals:

1. Youth Co-Op, Inc. would assume operation of the Miami Downtown Career Center currently operated by SER-Jobs for Progress, Inc.

Youth Programs:

1. Jobs for Miami would assume operation of SER-Jobs for Progress, Inc. Out-of-School Youth program located at the Miami Downtown Career Center.
2. Youth Co-Op, Inc. would assume operation of Arbor's E&T LLC Out-of-School Youth program located at the Homestead Career Center.

After further discussion, the Committee recommended that the renewal actions with the caveats be forwarded to the full Board for approval.



6.B(5)

South Florida Workforce Investment Board

June 21, 2007

Approval of Career Center Allocations

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the Fiscal Year 2007-2008 Career Center allocations, as described below.

BACKGROUND

Current Career Center contracts allow for renewal of these contracts based on availability of funds and performance.

The attached chart sets forth the proposed Career Center allocations for Fiscal Year (FY) 07-08 based on FY 06-07 contact amounts and funds available.

The FY'2007-2008 Career Center allocations were discussed by the Workforce Systems Improvement Committee at its June 5, 2007 meeting and the Committee recommended that the Career Center allocations be forwarded to the full Board for approval.

The Finance Committee at its June 14th meeting discussed the FY'2007-2008 Career Center Allocations and concurred with the Workforce Systems Improvement Committee's recommendation and approved this as a budget item.

Attachment

**Career Center & Transition Estimated Allocation
Based on 06 07 Contract Amount and Funds Available
Fiscal Year 07 08**

Respondent's Name	06 07 Contract Amount								Proposed Allocation							
	WIA Adult	WIA DW	TANF	FSET	WP	UC	REA	Total	WIA Adult	WIA DW	TANF	FSET	WP	UC	REA	Total
Career Center Services	Career Center Services								Career Center Services							
Youth Co-Op	807,813	600,605	4,453,497	\$ -	\$ -	113,352	198,028	6,173,295	\$ 710,230	\$ 469,326	\$ 4,448,327	\$ 414,719	\$ -	\$ 102,555	\$ 118,697	\$ 6,263,855
-Perrine	191,897	109,391	1,417,861	\$ -	\$ -	28,338	49,507	1,796,994	\$ 168,716	\$ 85,481	\$ 1,416,215	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,829,405
-Little Havana	193,056	175,195	1,127,500	\$ -	\$ -	28,338	49,507	1,573,596	\$ 169,735	\$ 136,901	\$ 1,126,191	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,591,820
-West Dade	163,785	284,721	1,124,858	\$ -	\$ -	28,338	49,507	1,651,209	\$ 144,000	\$ 222,487	\$ 1,123,552	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,649,032
-Miami Downtown*	259,075	31,298	783,278	\$ -	\$ -	28,338	49,507	1,151,496	\$ 227,779	\$ 24,457	\$ 782,369	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,193,598
SER-Jobs for Progress	341,067	58,929	1,384,183	\$ -	\$ -	28,338	49,507	1,862,024	\$ 299,867	\$ 46,048	\$ 1,382,576	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,887,484
-North Miami Beach	341,067	58,929	1,384,183	\$ -	\$ -	28,338	49,507	1,862,024	\$ 299,867	\$ 46,048	\$ 1,382,576	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,887,484
Arbor E&T	442,870	228,354	2,959,793	\$ -	\$ -	85,014	148,521	3,864,552	\$ 389,372	\$ 178,441	\$ 2,956,357	\$ 311,039	\$ -	\$ 76,916	\$ 89,023	\$ 4,001,148
-Carol City	196,944	88,790	1,123,935	\$ -	\$ -	28,338	49,507	1,487,514	\$ 173,154	\$ 69,382	\$ 1,122,630	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,524,159
-Hialeah Garden	142,484	93,469	996,917	\$ -	\$ -	28,338	49,507	1,310,715	\$ 125,272	\$ 73,039	\$ 995,760	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,353,063
-Homestead	103,442	46,095	838,941	\$ -	\$ -	28,338	49,507	1,066,323	\$ 90,946	\$ 36,020	\$ 837,967	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,123,926
UNIDAD of Miami Beach, Inc.	152,538	161,666	780,990	\$ -	\$ -	28,338	49,507	1,173,039	\$ 134,112	\$ 126,329	\$ 780,083	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,199,517
Hialeah, City of	186,084	218,737	722,811	\$ -	\$ -	28,338	49,507	1,205,477	\$ 163,605	\$ 170,926	\$ 721,972	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 1,215,496
Transition, Inc	423,122		98,182	\$ -	\$ -	28,338	19,796	569,438	\$ 372,010	\$ -	\$ 98,068	\$ 103,680	\$ -	\$ -	\$ -	\$ 573,757
Arbor E&T WITH JFM	267,482	68,305	1,812,733	\$ -	\$ -	28,338	49,507	2,226,365	\$ 235,171	\$ 53,375	\$ 1,810,629	\$ 103,680	\$ -	\$ 25,639	\$ 29,674	\$ 2,258,167
TOTALS	2,620,976	1,336,596	12,212,189	\$ -	\$ -	340,056	564,373	17,074,190	\$ 2,304,366	\$ 1,044,445	\$ 12,198,012	\$ 1,244,158	\$ -	\$ 282,026	\$ 326,416	\$ 17,399,425

Available Funds	2,469,846	1,119,448	13,073,968	1,333,503	302,279	349,856	18,648,901
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-FL Keys	226,664	18,742	833,072	30,101	\$ -	24,420	35,295	1,168,294	\$ 165,480	\$ 75,003	\$ 875,956	\$ 89,345	\$ -	\$ 20,253	\$ 23,440	\$ 1,249,476
Monroe's liability	6.70%															

Total Funds Distributed 1 0 0 0 0 0 0 0

*Youth Co-Op assumes operation of Miami Downtown Career Center from SER Jobs for Progress



6.B(6)

South Florida Workforce Investment Board

June 21, 2007

Approval of Youth Program Allocations

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the Fiscal Year 2007-2008 Youth Program Allocations, as described below.

BACKGROUND

Current Youth Program contracts allow for renewal of these contracts based on availability of funds.

The attached chart sets forth the proposed youth program allocations for Fiscal Year (FY) 07-08 based on FY 06-07 contact amounts and funds available.

The FY'2007-2008 Youth Program allocations were discussed by the Workforce Systems Improvement Committee at its June 5, 2007 meeting and the Committee recommended that the FY'2007-2008 Youth Program allocations be forwarded to the full Board for approval.

The Finance Committee at its June 14th meeting discussed the FY'2007-2008 Youth Program Allocations and concurred with the Workforce Systems Improvement Committee's recommendation and approved this as a budget item.

Attachment

**Youth Services Estimated Allocation
Based on 06 07 Contract Amount and Funds Available
Fiscal Year 07 08**

Respondent's Name	06 07 Contract Amount				Proposed Allocation			
	WIA Youth	TCT	TANF	Total	WIA Youth	TCT	TANF	Total
Youth Services	Youth Services				Youth Services			
Out of School	\$ 3,776,509	\$ 1,479,883	\$ -	\$ 5,256,392	\$ 3,151,587	\$ 578,374	\$ 523,119	\$ 4,253,080
-Jobs for Miami*	\$ 1,104,735	\$ 196,727	\$ -	\$ 1,301,462	\$ 921,928	\$ 76,886	\$ 140,082	\$ 1,138,895
-City of Hialeah	\$ 335,968	\$ -	\$ -	\$ 335,968	\$ 280,373	\$ -	\$ 39,322	\$ 319,695
-Youth Co-Op Dade**	\$ 2,072,581	\$ 1,236,478	\$ -	\$ 3,309,059	\$ 1,729,618	\$ 483,245	\$ 310,350	\$ 2,523,213
-Cuban American National Council	\$ 63,225	\$ 46,678	\$ -	\$ 109,903	\$ 52,763	\$ 18,243	\$ 9,958	\$ 80,964
-Greater Miami Service Corp	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 166,905	\$ -	\$ 23,408	\$ 190,313
Crime Prevention Programs	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ 333,810	\$ -	\$ 46,816	\$ 380,626
-Miami-Dade County Public Schools	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 83,452	\$ -	\$ 11,704	\$ 95,156
-Transition Inc.	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 83,452	\$ -	\$ 11,704	\$ 95,156
-Youth Co-Op Dade	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 83,452	\$ -	\$ 11,704	\$ 95,156
-Trinity Peacemakers	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 83,452	\$ -	\$ 11,704	\$ 95,156
In School	\$ 1,983,406	\$ 916,588	\$ -	\$ 2,899,994	\$ 1,655,200	\$ 358,224	\$ 282,379	\$ 2,295,803
-Easter Seals	\$ 279,916	\$ -	\$ -	\$ 279,916	\$ 233,597	\$ -	\$ 32,761	\$ 266,358
-City of Hialeah	\$ 112,376	\$ -	\$ -	\$ 112,376	\$ 93,780	\$ -	\$ 13,153	\$ 106,933
-Cuban American National Council	\$ 239,199	\$ 76,989	\$ -	\$ 316,188	\$ 199,617	\$ 30,089	\$ 32,216	\$ 261,922
-Unidad of Miami Beach	\$ 265,924	\$ 303,576	\$ -	\$ 569,500	\$ 221,920	\$ 118,645	\$ 47,763	\$ 388,328
-Jobs for Miami	\$ 541,877	\$ 536,023	\$ -	\$ 1,077,900	\$ 452,209	\$ 209,491	\$ 92,802	\$ 754,502
-Youth Co-Op Dade	\$ 544,114	\$ -	\$ -	\$ 544,114	\$ 454,076	\$ -	\$ 63,683	\$ 517,759
Special Programs	\$ 639,407	\$ 106,721	\$ -	\$ 746,128	\$ 533,600	\$ 41,709	\$ 80,686	\$ 655,996
-Transition Inc. -- Youth Offenders	\$ 521,958	\$ -	\$ -	\$ 521,958	\$ 435,586	\$ -	\$ 61,090	\$ 496,677
-Easter Seals -- Disabled	\$ 117,449	\$ 106,721	\$ -	\$ 224,170	\$ 98,014	\$ 41,709	\$ 19,596	\$ 159,319
TOTALS	\$ 6,799,322	\$ 2,503,192	\$ -	\$ 9,302,514	\$ 5,674,197	\$ 978,307	\$ 933,000	\$ 7,585,504
Available Funds					6,081,669	978,307	\$ 1,000,000	8,059,976

-FL Keys	\$ 260,405	\$ -	\$ -	\$ 260,405	\$ 407,472	\$ 67,000	\$ 474,472
Monroe's liability	6.70%						

Total Funds Distributed 0 0 0 0

*JFM assumes operation of SER-Jobs for Progress Out-of-School Youth Program located at the Miami Downtown Career Center

**Youth Co-Op, Inc. assumes operation of Arbor E&T Out-of-School Youth Program located at the Homestead Career Center



6.B(7)

South Florida Workforce Investment Board

June 21, 2007

Approval of an Allocation of Funds for the Purchase of Mobile Service Vehicles

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of an allocation of Reed Act funds in an amount not to exceed \$655,260.00 for the purchase of two Mobile Service Vehicles to provide services to communities and customers currently being underserved within the Region.

BACKGROUND

In order to better serve communities and customers currently being underserved, discussions have been held concerning using Mobile Service Vehicles to provide services. The Mobile Service Vehicles (MSV) would enable SFW to accomplish the following five primary goals:

1. To reach out to employers who as SFW's primary customers could utilize this vehicle for a variety or different purposes.
2. To reach out to job seekers in communities that do not have adequate transportation or are over 25 miles from a Region 23 Career Center.
3. To serve as a "rolling advertisement" for SFW in order to promote the wide array of services available through its programs.
4. To foster and enhance relationships with Community-Based Organizations, Faith-Based Organizations and governmental service organizations throughout the region.
5. To provide disaster assistance within Region 23, throughout Florida, and in other states, if needed.

The Mobile Service Vehicle is a 37-foot long mobile computer lab with 12 stationary and 10 auxiliary workstations that connect to the Internet via satellite. The unit is also equipped with 3 telephones, 2 DVD and VHS players, a private area that can be used as an interview room, a plasma "smart" board that can be used for training, and a handicapped-accessible entrance via a wheelchair lift in the back.

The estimated cost is \$327,630.00 per unit.

The Workforce Systems Improvement Committee at its June 5, 2007 meeting discussed an allocation of Reed Act funds in an amount not to exceed \$655,260.00 for the purchase of two Mobile Service Vehicles and recommended that the allocation to purchase two Mobile Service Vehicles be forwarded to the full Board for approval.

The Finance Committee at its June 14th meeting discussed the allocation of Reed Act funds in an amount not to exceed \$655,260.00 for the purchase of two Mobile Service Vehicles. The Finance Committee approved this as a budget item with the caveat that prior to purchase of the mobile units the Workforce Systems Improvement Committee provide an in-depth written report of all possible options for providing services, including a look at the impact of this expenditure.



6.B(8)

South Florida Workforce Investment Board

June 21, 2007

**Approval of the Revised SFW's Regional
Balanced Scorecard Measures**

RECOMMENDATION

The Workforce Systems Improvement Committee recommends the approval of the Revised SFW's Regional Balanced Scorecard Measures.

BACKGROUND

SFWIB staff in partnership with the Service Partners developed a Balanced Scorecard to measure the performance of the Service partners for Program Year (PY) 2006-2007.

SFWIB staff has reviewed the existing measures and after analysis has developed the attached revised Balanced Scorecard measures for Program Year 2007-2008.

The revised SFW's Regional Balanced Scorecard Measures was discussed by the Workforce Systems Improvement Committee at its June 5, 2007 meeting and the Committee recommended that the revised SFW's Regional Balanced Scorecard Measures be forwarded to the full Board for approval.

Attachment

Region 23 Balanced Scorecard - Program Year 2007-08

Quarterly

		Career Center											Regional									
Career Center	Training WIA	Training CAP	Employment	% Prof. Placement of Employment	% Self-Sufficiency of Employment	EEWR	Error Rate	Job Retention Rate WIA*	Job Retention Rate CAP**	Job Deve. Index	% of Job Deve. Index at \$12.00 and above	UC Duration	WP EER	FSET EER	WIA ADULT EER	WIA DW EER	WIA EMP Wkr Otcn.	CAP EER	Participati on Rate	Jobs Opening Filled Rate	VETs EER	
Atbor	Carol City	70%	50%	483	15%	20%	\$ 12.00	3%	85%	75%	191	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Hialeah Gardens	70%	50%	582	15%	20%	\$ 12.00	3%	85%	75%	331	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Homestead	70%	50%	627	15%	20%	\$ 12.00	3%	85%	75%	161	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Northside	70%	50%	552	15%	20%	\$ 12.00	3%	85%	75%	222	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
Youth Coop	West Dade	70%	50%	691	15%	20%	\$ 12.00	3%	85%	75%	508	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Perrine	70%	50%	650	15%	20%	\$ 12.00	3%	85%	75%	295	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Little Havana	70%	50%	470	15%	20%	\$ 12.00	3%	85%	75%	354	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Monroe County	70%	50%	212	15%	20%	\$ 12.05	3%	85%	75%	124	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
SER	North Miami Beach	70%	50%	485	15%	20%	\$ 12.00	3%	85%	75%	374	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Miami Downtown	70%	50%	310	15%	20%	\$ 12.00	3%	85%	75%	358	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Miami Beach	70%	50%	271	15%	20%	\$ 12.00	3%	85%	75%	225	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Hialeah Downtown	70%	50%	442	15%	20%	\$ 12.00	3%	85%	75%	499	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Transition Inc.	70%	50%	147	15%	20%	\$ 9.95	3%	85%	75%	77	35%	<10 Weeks	40%	28%	93%	92%	95%	40%	52%	62%	35%
	Region 23			5,922																		



7.A

South Florida Workforce Investment Board

June 21, 2007

**Recommendations as to the Approval of
SFW's Customized Training Policy**

RECOMMENDATION

Approval is recommended for the attached draft revised SFW's Customized Training Policy, as set forth below.

BACKGROUND

SFWIB staff has worked with the Service Partners and developed the attached draft revised Customized Training policy. This policy revises the current policy by adding the following:

1. Under Section VII - Eligibility added:
 - An employer located within Region 23 is eligible to receive Customized Training funds to train their existing employees. (The section will allow for any employees that live outside of Region 23).
 - Added Eligibility criteria for Employed Workers.
2. Under Section VIII –Expected Outcomes: added Outcomes for Employed Workers.
3. Under Section IX, E – Limitations added:
 - Individuals trained under customized training will not be eligible for additional customized training with the same employer until two years after the date of the customized training completion.
 - Employers utilizing customized training will only be eligible for additional customized training after one year from the date of their last employee completing customized training. Exceptions may be approved by SFW on a case by case basis.

At the June 7, 2007 Economic Development and Industry Sector Committee meeting there was no quorum, but the members present discussed this item. The members present suggested some changes which have been incorporated in the attached document. These changes are noted in red. It was apparent from the discussion that the members present would have forwarded this item to the full Board for approval if a quorum had been present.

Attachment

DRAFT
CUSTOMIZED TRAINING POLICY
SFW #PY'07-01

I. Of Interest to

The Customized Training Policy should be of interest to members of the South Florida Workforce Investment Board (SFWIB) conducts business as the South Florida Workforce (SFW), Region 23 Career Center providers, Training Providers, Employers, Job Seekers, and workers in Miami-Dade and Monroe counties.

II. Subject

Customized Training

III. Purpose

The purpose of the Customized Training Policy is to provide all SFW stakeholders with parameters regarding the use of training funds through Customized Training Agreements.

IV. Background

Customized Training is a vehicle through which SFW can expend training dollars from various funding streams. This policy does not address the unique performance and compliance requirements of these funding streams.

V. Definition

Customized Training¹ means training that:

1. Is designed to meet the special requirements of an Employer, including a group of Employers;
2. Is conducted with a commitment by the Employer to employ an individual or retain employees upon successful completion of the training; and,
3. For which the Employer pays for not less than 50 percent of the cost of the training.

VI. Priority of Service

In order to allow both large and small employers to have access to the training funds, the recommended starting division of funds from the training pool will be 60% for training of 25 or more employees and 40% for 24 employees or less. Through monitoring of the utilization of funds in the pool changes in the funding priority may be taken back to the Board for re-prioritization, if needed. Within these funding parameters the SFW, during the application process, will give priority to those employers that:

1. Request funding in occupations and industries that have been prioritized through the Economic Development and Industry Sector Committee and approved by the full Board.
2. Request to upgrade skills of employees in the region's targeted occupations (refer to Targeted Occupation List), and/or in an occupation that is vital to the economic viability of the community.
3. In their grant proposal demonstrate an upgrade in employee skills that will therefore lead to their employees retaining self-sufficient employment or obtaining self-sufficiency as applicable.
4. Provide training at a cost that is reasonable.

¹ FEDERAL: Public Law 105-220, WIA 1998, Sec. 101 (8); 20 CFR 663.715

VII. Eligibility

A. Employers

Employers that meet the following criteria may, depending on funding availability, deliver CUSTOMIZED TRAINING through an executed CUSTOMIZED TRAINING Agreement with an approved SFW provider.

1. Financial viability;
2. Temporary employment agencies, employment agencies, or employee leasing agencies may not serve as the Employer of record for purposes of providing CUSTOMIZED TRAINING.²
3. Must be located within Region 23 (Miami-Dade and Monroe Counties) and fully licensed to conduct business in Miami-Dade and/or Monroe County, and has operated continuously for at least one year in Miami-Dade and/or Monroe Counties.
4. The employer is a commercial or industrial enterprise that employs personnel and has capital.
5. The employer located within Region 23 can receive Customized Training funds to train all its employees. (Including employees that live outside of Region 23).

B. Job Seekers

Job seekers that meet the following criteria may, depending on funding availability, receive Customized Training through an executed Customized Training Agreement between an eligible Employer and an SFW funded service provider.

1. Eligibility requirements for a SFW funded program, such as WIA Youth, WIA Adults, WIA Dislocated, TANF, Refugee, etc.;
2. After an interview, evaluation, and assessment have been determined not to be fully skilled in the chosen occupation³, in need of Training Services, and have the skills and qualifications to successfully complete the Customized Training;
3. Select a program of training that is directly linked to the employment opportunities in the local area; and,
4. Unable to obtain grant assistance from other sources to pay the cost of training, or require SFW assistance in addition to other sources of assistance, including but not limited to scholarships, Employer reimbursement programs, Federal Pell Grants, etc.

C. Employed Workers

Employed workers that meet the following criteria may, depending on funding availability, receive Customized Training through an executed Customized Training Agreement between an eligible Employer and an SFW funded service provider.

1. Not earning a self-sufficient wage;⁴
2. Eligibility requirements for a SFW funded program, such as WIA Youth, WIA Adults, WIA Dislocated, TANF, Refugee, etc.;
3. Customized Training relates to the introduction of new technologies,

² LOCAL: Although allowed by 20 CFR 627.240 (k)(2), the SFWB chooses to restrict this option.

³ FEDERAL: 20 .240 (b)(4)(i)

⁴ LOCAL: The precise definition of self-sufficiency is defined by the SFW Self-Sufficiency Standard

introduction to new production or service procedures, upgrading to new jobs that require additional skills or workplace literacy; and

4. Customized Training Agreement documents a plan for job retention or wage progression at the end of the contracted training period.

VIII. Expected Outcomes

The training must result in a documented upgrade of skills such as:

A. Job Seekers (Unemployed)

1. Should obtain full-time, unsubsidized employment, preferably with the contracted Employer, at a wage equal to or higher than the wage paid to equivalent personnel, and
2. Earn a credential. ([AWI Guidance – Dec. 27th](#))

B. Employed Workers

1. Employed workers should continue employment, preferably with the contracted Employer⁵, at a wage equal to or higher than the Customized Training wage; and
2. Earn a credential. ([AWI Guidance – Dec. 27th](#))

IX. Conditions

A. General

1. Customized Training for an employed worker is a training activity only.
2. Customized Training for Unemployed Job Seekers is a training activity, which results in placement into unsubsidized employment after completion of training.
3. Eligible Employers must use the standard Customized Training Agreement provided by SFW.
4. Attainment of competencies must be documented.
5. Customized Training may be sequenced with, or accompanied by, other types of training such as remedial education, basic skills training or occupational skills training.⁶
6. In order to meet the needs of the Employers, some aspects of the customized training Agreements have to be negotiated and these may include but are not limited to:
 - a. Percent of Reimbursement
 - b. Frequency of Payment Timeframe for achievement of credentials
 - c. Quality Assurance Process
7. Significant changes to an approved Customized Training Agreement would require reevaluation of the agreement.

B. Duration

1. Customized Training is limited in duration.
2. Customized Training duration may not exceed 1,040 hours over six (6) consecutive calendar months without prior written approval from SFW.

C. Compensation

⁵ FEDERAL: 20 CFR 627.240 (a)(2)

⁶ FEDERAL: 20 CFR 627.240 (a)(3)

1. Eligible Service Providers, who have a funding allocation for training, may not execute Customized Training Agreements without prior written SFW approval.⁷
2. The SFW Executive Director has the final authority to approve Customized Training. However, funding of \$50,001 or more must have prior approval from the SFWIB.
3. Payments to an Employer under a Customized Training Agreement shall not exceed fifty (50) percent of the total eligible training costs, as defined in the Agreement budget.⁸

E. Limitations

1. An SFW funded Service Provider may enter into a Customized Training Agreement with another branch or department of the Service Provider, if the other branch or department is not funded by the SFW.
2. Individuals trained under customized training will not be eligible for additional customized training with the same employer until two years after the date of the customized training completion. **Exceptions may be approved by SFW on a case by case basis.**
3. Employers utilizing customized training will only be eligible for additional customized training after one year from the date of their last employee completing customized training. **Exceptions may be approved by SFW on a case by case basis.**

F. Prohibitions

1. Customized Training activities may not commence prior to a fully approved Agreement and all the eligibilities required have been met.
2. Customized Training Agreement budgets may not be based on overtime, shift differential, premium pay, piece work, and other non-regular wages paid by the Employer to Trainees.⁹
3. Agreements shall not be entered into with Employers who have exhibited a pattern of failing to provide Customized Training Trainees with continued long-term employment.
4. Customized Training Agreements may not be used to train individuals in occupations where the work is performed at home. **Exceptions may be approved by SFW on a case by case basis.**
5. Trainees in Customized Training shall not be employed in the construction, operation, or maintenance of any facility that is used for sectarian instruction or as a place of worship.¹⁰

G. Non-Reimbursable Costs

Non-reimbursable Costs include

1. Trainee wages (may be used as in-kind)
2. Purchase of capital equipment
3. Purchase of any item or services that may possibly be used outside of the training project
4. Travel expenses of trainers or trainees
5. Assessment and testing

⁷ LOCAL: #PY-2005-01 Rev. D

⁸ FEDERAL: 20 CFR 627.240 (c)(2)(i)

⁹ FEDERAL: 20 CFR 627.240 (c)(2)(iii)

¹⁰ FEDERAL: Public Law 105-220, WIA 1998, Sec. 188 (a) (3); 29 CFR 37.6 (f)

6. Certification fees are not reimbursable if the certification occurs after 30 days of the employee's completion of training or after the funding program year ends.

X. Application Submission

The CUSTOMIZED TRAINING is open to all employers in Miami-Dade and Monroe counties that meet the eligibility criteria outlined in **Section VI** above. Applications must be submitted to SFW as outlined in SFW EWTP procedures, utilizing the application forms provided.

XI. Application Review

- A. Applications that fail the SFW team review process will not be recommended for approval.
- B. The SFW Executive Director will have the authority to approve applications requesting funding for less than \$50,000. Awards of less than \$50,000 will be included in the Executive Director report to the SFWIB.
- C. Applications requesting funding of \$50,001 or more will be included in the next SFWIB or appropriate committee meeting agenda for action.

XII. Project Completion

All CUSTOMIZED TRAINING projects shall be performance based with specific measurable performance outcomes, including the completion of the training project and the number of employees trained.

- A. Final payment for employers receiving CUSTOMIZED TRAINING funds will be withheld until the final report is submitted and all performance criteria specified in the grant have been achieved. All final reports and invoices are due to SFW no later than fifteen (15) business days after the completion of the project. All invoices received after the closeout dates are subject to disallowance.
- B. Employers must provide sufficient documentation in order to calculate the performance measures required by SFW.

XIII. Project Outcomes

Training must result in the attainment of a credential by the employee, as established during the contract negotiations, retention for a minimum of six (6) months (or negotiated period) in the self-sufficient employment of individual employees who have obtained a new skill set in new technologies, or new production or service procedures, and/or must lead to a promotion and/or an increase in wages earned.

XIV. Application Denial

If the application is not approved, the appropriate SFW staff will notify the employer in writing. All applicants denied funding can appeal the decision to the SFWIB in accordance with SFWIB appeal process.



7.B

South Florida Workforce Investment Board

June 21, 2007

Approval of SFW's Employed Worker Training Program (EWTP) Policy

RECOMMENDATION

Approval is recommended for the attached draft SFW's Employed Worker Training Program (EWTP) Policy, as set forth below.

BACKGROUND

At its April 3rd meeting the Committee reviewed and discussed a draft EWTP policy. As a follow-up of that meeting, SFWIB staff has worked with the Service and Training Partners and developed the attached draft Employed Worker Training Program policy.

Currently, SFW does not have an Employed Worker Training Policy. The development of the EWTP policy will enable SFW to better market and serve the employer community, provide guidance to SFW Service Partners in developing employed worker training opportunities for employers, thereby enhancing the employers' ability to better compete in the global marketplace.

At the June 7, 2007 Economic Development and Industry Sector Committee meeting there was no quorum, but the members present discussed this item. The members present suggested some changes which have been incorporated in the attached document. These changes are noted in red. It was apparent from the discussion that the members present would have forwarded this item to the full Board for approval if a quorum had been present.

Attachment

DRAFT
EMPLOYED WORKER TRAINING PROGRAM POLICY
SFWIB Policy #PY'2007-01

I. Of Interest to

The Employed Worker Training Program (EWTP) Policy should be of interest to employers, workers in Miami-Dade and Monroe counties, training vendors, Career Center contractors, the South Florida Workforce Investment Board (SFWIB), and South Florida Workforce (SFW) staff.

II. Subject

Employed Worker Training Program

III. Purpose

The purpose of the Employed Worker Training Program is to provide SFW stakeholders with parameters regarding the use of training funds for Employed Worker Training.

IV. Background

The EWTP is a vehicle through which SFW can expend training dollars from various funding streams. The EWTP may be funded with Workforce Investment Act (WIA), Temporary Assistance to Needy Families (TANF), and any other SFW available funding where EWT is allowable. This policy does not address the unique performance, participant eligibility and compliance requirements of these funding streams.

Employed Worker Training may be in the form of Customized Training or On-the-Job Training (OJT). Separate policies and procedures address the operational parameters for these two designs.

V. Funding Availability

Funding for the EWTP is subject to the availability of funds from the region's allocation for training. Funds are allocated by the SFWIB on a yearly basis; therefore all training activities commencing at the beginning of the program year (July 1st) under the EWTP must be completed prior to June 30th of the following year. Commitments for training services beyond June 30th will not be made by the SFW until the SFWIB has allocated new program funding for training.

Funds for training are made yearly to Career Centers. When funding is available the SFWIB may specifically designate funds for EWTP as well as issue RFP's for available funding.

VI. Eligibility

A. Employers:

1. The employer must have been operating continuously in Miami-Dade and/or Monroe county for a minimum of one (1) year prior to the date of the application,
2. Must be fully licensed to conduct business in Miami-Dade or Monroe county,
3. Must have at least one full-time employee,
4. Must demonstrate financial viability **in meeting two of the four requirements below::**
 - A favorable report from Dun and Bradstreet,
 - SEC 10K schedule,
 - Current financial audit or financial compilation prepared and signed by a Certified Public Accountant, or
 - **Two years of Federal Income Tax Returns.**

5. Must be current on all federal, state and/or local tax obligations,
6. Temporary employment agencies, employment agencies, or employee leasing agencies may not serve as the Employer of record.

B. Training Providers:

Training Providers are selected by the employer.

C. Career Center Contractors:

Entities that have a current Career Center Contract are eligible.

D. Other Providers of Services:

In the event that SFWIB issues an RFP for EWTP, other providers of services may be eligible to receive funds. Eligibility criteria will be detailed in the RFP.

VII. Funding Requests

A. Employers:

Companies in need of training funds to introduce new technologies, advance employees positions and wages, or retain employees who are at risk of losing their self-sufficient employment unless additional training services are received, may apply for the EWTP.

Employers can apply for training assistance for their workforce by contacting any of Region 23's Career Centers, contacting an Eligible Training Provider, or by contacting the SFW.

B. Training Vendors:

Training Vendors may choose to assist the employer in completing the application for EWTP. Training Vendors will be chosen by the Employer. Training Vendor information is part of the EWTP application. Training Vendors are paid by the employer for training costs, the Employer may be reimbursed under the EWTP for up to 50% of training costs.

C. Career Center Contractors:

Career Center Contractors may assist the employer in completing the application for EWTP. Career Center Contractors allocated training funds can be used to cover the EWTP request. SFW will have set aside a pool of training funds that will be used for EWTP initiatives.

VIII. Priority of Service

During the application process SFW will give priority to those programs that:

- A. Request funding in occupations and industries that have been prioritized by the SFWIB.
- B. Request to upgrade skills of employees in the region's targeted occupations, and/or in an occupation that is vital to the economic viability of the community.
- C. In their grant proposal demonstrate an upgrade in employee skills that will therefore lead to their employees retaining self-sufficient employment or obtaining self-sufficiency as applicable.
- D. Provide training at a cost that is reasonable as set by SFW EWTP Review Sheet.
- E. In order to allow both large and small employers to have access to EWTP funds, SFW will try to maintain a balance of 60% of funding for large employers (25 or more employees) and 40% for small employers with 24 employees or less. Career Centers serving large employers will be encouraged to balance services to bring in small employers with 24 employees or less.

IX. Funding Conditions

In order to receive funding, employers approved for funding by SFW must enter into an Agreement with a SFW funded Career Center that commits the employer to complete the training project as proposed in their application and/or as negotiated with SFW and/or Career Center Contractor.

- A. All employees selected by the employer for training must complete the SFW enrollment process (as applicable for the program funds being utilized) prior to the commencement of any training or the provision of any services. *Final approval of the application is contingent on employee(s) being determined eligible.*
- B. The training provided to eligible employed adults, must lead the participant to self-sufficiency as defined by SFWIB.
- C. OJT or Customized Training conditions must be met as applicable.
- D. Employers shall keep accurate records during the lifetime of the project. Records shall be kept for five (5) years after the expiration of the contract. If any litigation, claims, or audit findings commenced before the retention period expires, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved and a final disposition made or until the end of the five (5) year period, whichever is later.
- E. Employers must certify that all information provided for the purpose of requesting reimbursements and reporting training activities is true and accurate.
- F. Employers that fail to achieve the required employee credentialing and retention, or those that fail to promote employees that complete the training and achieve the credentials, may not be considered for future EWTP funding.

X. Application Submission

The EWTP is open to all employers in Miami-Dade and Monroe counties that meet the eligibility criteria outlined in **Section VI** above. Applications must be submitted to SFW as outlined in SFW EWTP procedures, utilizing the application forms provided. These funds can be used to train all its employees. (Including employees that live outside of Region 23).

XI. Application Review

- A. Applications that fail the SFW team review process will not be recommended for approval.
- B. The SFW Executive Director will have the authority to approve applications requesting funding for less than \$50,000. Awards of less than \$50,000 will be included in the Executive Director report to the SFWIB.
- C. Applications requesting funding of \$50,001 or more will be included in the next SFWIB or appropriate committee meeting agenda for action.

XII. Project Completion

- A. All EWTP projects shall be performance based with specific measurable performance outcomes, including the completion of the training project and the number of employees trained.
- B. Final payment for employers receiving EWTP funds will be withheld until the final report is submitted and all performance criteria specified in the grant have been achieved. All final reports and invoices are due to SFW no later than fifteen (15) business days after the completion of the project. All invoices received after the closeout dates are subject to disallowance.

- C. Employers must provide sufficient documentation in order to calculate the performance measures required by SFW.

XIII. Project Outcomes

Training must result in the attainment of a credential by the employee, as established during the contract negotiations, retention for a minimum of six (6) months (or negotiated period) in the self-sufficient employment of individual employees who have obtained a new skill set in new technologies, or new production or service procedures, and/or must lead to a promotion and/or an increase in wages earned.

XIV. Application Denial

If the application is not approved, the appropriate SFW staff will notify the employer in writing. All applicants denied funding can appeal the decision to the SFWIB in accordance with SFWIB appeal process.



7.C

South Florida Workforce Investment Board

June 21, 2007

**Approval of an Allocation of Funds for the
Employed Worker Training Program
(EWTP)**

RECOMMENDATION

Approval is recommended for an allocation of funds not to exceed \$800,000 to fund the Employed Worker Training Program, as set forth below.

BACKGROUND

SFW's Employed Worker Training program is designed to outreach to the Region's employer community by providing training services to enhance the skills of the employer's workforce in an effort to assist the employer in becoming more competitive in the global marketplace.

SFW has been very successful in placing over 20,000 customers; however, it has been at a low average hourly wage of \$9.86. This program year SFW in order to help raise the wage rate made funds available to the Service Partners to provide Employed Worker Training for the Region's employers. To date SFW is providing has training to 1,418 employees at an average wage rate of \$20.36 and average cost per of \$585.24. All training is to be completed by June 30, 2007.

SFWIB staff is recommending that an allocation of funds not to exceed \$800,000 be made available to fund the Employed Worker Training Program for Program Year 2007-2008. The funds for EWTP will be allocated from the following funding streams:

- \$389,533.00 in Rapid Response Supplemental funding
 - \$250,000.00 in WIA Adult funding
 - \$160,467.00 in WIA Dislocated Worker funding
- \$800,000.00

At the June 7, 2007 Economic Development and Industry Sector Committee meeting there was no quorum, but the members present discussed this item. It was apparent from the discussion that the members present would have forwarded this item to the full Board for approval if a quorum had been present.

The Finance Committee at its June 14th meeting discussed the allocation of funds for the Employed Worker Training Program and concurred with the Economic Development and Industry Sector Committee sense of the Committee and approved this as a budget item.



7.D

South Florida Workforce Investment Board

June 21, 2007

Approval of an Allocation of Funds for the Career Pathway Program for Child Care Educators

RECOMMENDATION

Approval is recommended for an allocation of funds not to exceed \$350,000.00 in TANF funds to fund the Career Pathway Program for Child Care Educators, as set forth below.

BACKGROUND

SFWIB in partnership with the Early Learning Coalition of Miami-Dade/Monroe (ELC), The Children's Trust and the Miami-Dade School District are developing a Career Pathway Program for Child Care Educators.

There is a high demand for teachers within the Region and it is anticipated that over 1,000 teachers will be hired at all levels. The objective of the career pathway program is to increase community investment in the professional development of the child care workforce and public school educators. In order to meet this need it has been suggested that SFW consider the following three pathways:

- High school pathways for individuals in school
- Existing pathways for individuals who are already working
- Individuals who are in the workforce who want to make a career change

By building a continuous pipeline of trainees, individuals can move from child care worker to a professional position. This initiative would benefit the child care industry as well as the school system.

At the June 7, 2007 Economic Development and Industry Sector Committee meeting there was no quorum, but the members present discussed this item. The Committee discussed an allocation of \$350,000 in TANF funds for the Career Pathway Program for Child Care Educators. It was apparent from the discussion that the members present would have forwarded this item to the full Board for approval if a quorum had been present.

The Finance Committee at its June 14th meeting discussed the allocation of funds for the Career Pathway Program for Child Care Educators and concurred with the Economic Development and Industry Sector Committee sense of the Committee and approved this as a budget item.



7.E

South Florida Workforce Investment Board

June 21, 2007

Approval of an Allocation of Funds for Individual Development Accounts (IDAs)

RECOMMENDATION

Approval is recommended for an allocation of funds not to exceed \$150,000.00 in TANF funds to be used for Individual Development Accounts, as set forth below.

BACKGROUND

SFWIB has been asked to participate in a partnership with Miami-Dade County Housing Finance, Community Action Agency (CAA) and Department of Human Services in developing Individual Training Accounts for low-income Miami-Dade County residents.

Individual development accounts (IDAs) are matched savings accounts that enable low-income American families to save, build assets, and enter the financial mainstream. IDAs reward the monthly savings of working-poor families who are building towards purchasing an asset - most commonly buying their first home, paying for post-secondary education, or starting a small business. IDA programs also frequently provide participants with financial education and counseling.

Individual Development Accounts (IDAs) are emerging as one of the most promising tools that enable low-income and low-wealth American families to save, build assets, and enter the financial mainstream. IDAs encourage savings efforts among the poor by offering them 1:1, 2:1, or more generous matches for their own deposits. IDAs reward the monthly savings of working-poor families who are trying to buy their first home, pay for post-secondary education, or start a small business. These matched savings accounts are similar to 401(k) plans and other matched savings accounts but can serve a broad range of purposes.

At the June 7, 2007 Economic Development and Industry Sector Committee meeting there was no quorum, but the members present discussed this item. It was suggested that an allocation of \$150,000 in TANF funds be considered for the Individual Development Accounts (IDAs) program. It was apparent from the discussion that the members present would have forwarded this item to the full Board for approval if a quorum had been present.

The Finance Committee at its June 14th meeting discussed the allocation of funds for the Individual Development Accounts (IDAs) program and concurred with the Economic Development and Industry Sector Committee sense of the Committee and approved this as a budget item.