



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**August 16, 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 June 21, 2007 Meeting of the SFWIB
3. Chairman's Report
  - A. SFWIB Retreat
4. Executive Director's Report
  - A. Approval of a Recommendation as to Authorizing Staff to Draft and Release a Request for Proposals (RFPs) to operate and provide programs at the Northside Career Center and Assign JFM as Temporary Operator.
  - B. Approval of a Recommendation as to the Renewal of the Contract with Gulf Coast Jewish Family Services, Inc, d/b/a Gulf Coast Community Care for Non-Custodial Parent Employment Program
5. Executive Committee Report
  - A. Approval to Authorize the SFWIB Chair and Executive Director to Execute the 2007-2008 Master Cooperative Agreement with the Agency for Workforce Innovation (AWI)
6. Finance Committee Report
  - A. June 2007 Finance Report
  - B. Approval of Actions Related to Recommendation of Selection of an Independent Audit Firm.
7. Workforce Systems Improvement (WSI) Committee Report
  - A. SFW 2-Yr Workforce Plan – Update/Discussion
  - B. Approval to Authorize Staff to Draft and Release a Request for Proposals (RFPs) for Work Readiness Preparation Services
8. Economic Development and Industry Sector (EDIS) Committee Report
  - A. Approval of New Training Vendors and Associated Programs

"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  
 June 21, 2007, at 9:00 A.M.  
 South Florida Workforce Investment Board Headquarters  
 7300 Corporate Center Drive, 5th Floor - Conference Room 3

<b>SFWI BOARD MEMBERS IN ATTENDANCE</b>	<b>SFWI BOARD MEMBERS <u>NOT</u> IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>
1. Margolis, Edward, Chairperson 2. Adrover, Bernardo 3. Barsell, Debra 4. Bridges, Jeff 5. Carpenter, Willie 6. Corradino, Joseph M. 7. Diggs, Bill 8. Fils-Aime, Sr. Daniel 9. Frost, Fred 10. Gaber, Cynthia 11. Giles, Regina M. 12. Harder, Jacklyn R. 13. Jordan, Barbara J. 14. Manning Anne 15. Manrique, Carlos A. 16. Marinelli, Frederick H. 17. Perez, Andre M. 18. Regueiro, Maria C. 19. Rivas, Eduardo 20. Roberts, Alvin W. 21. Rodriguez, Pedro 22. Rosemond, David A. 23. Russo, Monica 24. Socorro, Ivonne 25. Talbert, Gregg 26. Wiedman, Holly	27. Abbate, Kathryn 28. Acosta, Jose 29. Blacher, Jeffrey, W. 30. Buttacavoli, Mayra D. 31. Castellanos, Ray 32. Cerezo, Luis 33. Chi, Joe 34. Datorre, Roberto 35. DuBois, Victoria (Non-voting) 36. Ferradaz, Gilda 37. Hernandez-Hendrix, Dr. Nora 38. Millan, Jorge 39. Moreno, Rolando 40. Roth, Thomas 41. Rucker, Clyde 42. Talbert, William  <b>LEGAL COUNSEL</b> Tell, Peter S., Assistant Miami-Dade County Attorney	Bloom, Lois, Mercy Hospital Caparos, Gaby, A.M.O. Farinas, Irene, Adult Mankind Flores, Eduardo, G.C.C. Hernandex, Lisa, Mercy Hospital Lloren, Luis, CBT McGraham, Margie, Gulf Coast Community Care Menendez, Mirizza, Unidad of Miami Beach Mitchell, Carlena, Miami-Dade County Public Schools Oller, Virama, Transition, Inc. Pardinias, Carmen, City of Hialeah Ramirez, Maggie, City of Hialeah Rodriguez, Angelina, SCLAD Rodriguez, Maria, Youth Co-op, Inc. Sanchez, Ophelia, Management Resources, Inc. Simpkins, Ted, Arbor E. T.  <b>SFW STAFF</b> Beasley, Rick Glancy, Anne Kistner, Ken Pierre, Linda Quinones, Dulce Smith, Marian M.

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 9:01 A.M. and welcomed the members.

**2. Approval of Minutes of the April 19, 2007 Meeting of the SFWIB**

Bernardo Adrover moved approval of the Minutes of the April 19, 2007, meeting of the SFWIB. The motion was seconded by Jeff Bridges and approved.

**3. Chairman's Report**

Mr. Margolis informed the Board that in conversations with Curtis Austin, Executive Director of Workforce Florida, Inc. (WFI), commented that Region 23 is doing very well, and Mr. Austin will report at the next meeting.

[Dr. Eduardo Rivas arrived.]

[Mr. Pedro Rodriguez arrived.]

Mr. Margolis introduced Lois Bloom and Elizabeth Hernandez, both of Mercy Hospital, to share their experiences having had SFW train for them.

Both their experiences were very positive.

Ms. Bloom noted that they would not have been able to provide the End of Life training program without the help of SFW.

Ms. Hernandez commented that with the help of SFW the quality of nursing students has improved by 30 percent. She told the story of one student who had been in the U.S. from Cuba 2 years, went through the program, graduated, and passed the Boards and no longer requires assistance.

Ms Heather Beaumont, of Miami Dade College, presented a brief overview of the Biotech program at Miami Dade College and the estimate of the number of jobs that would need to be filled in this Region.

Because of the need to retain a quorum, Mr. Margolis moved item 4, to the end of the agenda.

## **5. Finance Committee Report**

### **5.A April 2007 Finance Report**

Mr. Beasley reviewed the April 2007 Finance Report.

### **5.B Approval of SFWIB Fiscal Year 2007-2008 Budget**

Jeff Bridges moved approval of the SFWIB Fiscal Year 2007 -2008 Budget.. The motion was seconded by Alvin Roberts and approved.

### **5.C Approval to Authorize Staff to Draft and Release a Request for Qualifications (RFQ) for External Independent Audit Services**

Jeff Bridges moved approval to authorize staff to draft and release a Request for Qualifications for External Independent Audit Services. The motion was seconded by Bernardo Adrover and approved.

[Bernardo Adrover left the meeting.]

Because of the need to retain a quorum, Mr. Margolis moved items 6.A(1), (2), and (3), to the later in the agenda.

## **6.B Action Items**

### **6.B(1) Approval of Non-Renewal Actions for SER-Jobs for Progress, Inc.**

Commissioner Barbara Jordan moved approval of actions concerning SER-Jobs for Progress Inc. contracts with SFWIB: non-renewal of SER-Jobs for Progress, Inc. Youth Program and Refugee Employment & Training Program contracts, as well as non-renewal of SER-Jobs for Progress, Inc. Career Center contract for the Miami Downtown Career Center. The motion was seconded by Debra Barsell and approved.

### **6.B(2) Approval of Non-Renewal of Arbor's E&T LLC Out-of-School Youth Program Contract**

Commissioner Barbara Jordan moved approval of the non-renewal of Arbor E&T LLC Out-of-School Youth contract. The motion was seconded by Jackie Harder and approved.

### **6.B(3) Approval of Actions Taken Concerning Adults Mankind Organization, Inc.**

### **6.B(4) Approval of Renewals of Current Contractors for Program Year 2007-2008**

### **6.B(5) Approval of Career Center Allocations**

### **6.B(6) Approval of Youth Program Allocations**

### **6.B(8) Approval of the Revised SFW's Regional Balanced Scorecard**

Commissioner Barbara Jordan moved approval of items 6.B(3) through 6.B(6) and 6.B(8). The motion was seconded by Dr. Rivas and approved.

**6.B(7) Approval of Allocation of Funds for the Purchase of Mobile Service Vehicles**

Commissioner Barbara Jordan moved 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. The motion was seconded by Jeff Bridges and approved.

[Holly Weidman left the meeting. A quorum was still present.]

**7. Economic Development and Industry Sector (EDIS) Committee Report**

**7.A Approval of SFW's Customized Training Policy**

Andre Perez moved approval of SFW's Customized Training Policy. The motion was seconded by Willie Carpenter and approved.

**7.B. Approval of SFW's Employed Worker Training Program Policy**

**7.C Approval of an Allocation of Funds for the Employed Worker Training (EWT) Program**

**7.D Approval of an Allocation of Funds for the Career Pathway Program for Child Care Educators**

**7.E Approval of an Allocation of Funds for Individual Development Accounts (IDAs)**

Carlos Manrique moved approval of items 7B, 7C, 7D, and 7E. The motion was seconded by Jeff Bridges and approved.

[Several Members left the meeting leaving the meeting without a quorum.]

**6. Workforce Systems Improvement (WSI) Committee Report**

**6.A Discussion Items**

To be covered later in the Agenda.

**6.A(1) WFI/AWI State's Negotiated Round One Performance Measures**

Mr. Beasley reviewed the WFI/AWI State's Negotiated Round One Performance Measures

**6.A(2) Update on SFW Regional Balanced Scorecard**

Mr. Beasley reviewed the SFW Regional Balanced Scorecard.

**4. Executive Director's Report**

Mr. Margolis asked Members to mark their calendars for potential dates for the SFWIB retreat: August 25 & 26, and September 28 & 29.

The meeting adjourned at 10:35 A.M.



**3.A**

**South Florida Workforce Investment Board**

***August 16, 2007***

**SFWIB Retreat**

**BACKGROUND**

The Chair will provide a report on the SFWIB Retreat.

The attached Memorandum provides information on the SFWIB Retreat.

*Attachment*



## MEMORANDUM

DATE: August 9, 2007

TO: SFWIB Members

FROM: Edward Margolis, Chair, SFWIB

SUBJECT: 2007 South Florida Workforce Investment Board Retreat

You are cordially invited to attend the 2007 South Florida Workforce Investment Board Retreat. The retreat is an opportunity for the SFWIB to discuss and plan South Florida's workforce system. As SFW begins to align workforce development as an economic development, your participation is imperative to design the strategy for the Region. It is important for all Board Members to attend. The Retreat will be held on:

Date: September 28<sup>th</sup> thru 30<sup>th</sup> 2007

Place: Key Largo Grande Resort and Beach Club  
97000 South Overseas Highway (Mile Marker 97)  
Key Largo, Florida 33037

In preparation for the Retreat, please complete the South Florida Workforce Pre-Retreat Survey 2007 on the website by **Thursday, August 23, 2007**. The following link is the web address for the survey: <http://www.zoomerang.com/survey.zgi?p=WEB226RCVG5QVS>

### ***About the Facilitator***

John Metcalf, Sr., Partner of the Corporation for Skilled Workforce; a national consulting firm based in Ann Arbor Michigan will facilitate our planning process. Mr. Metcalf has a plethora of experience in helping communities and their organizations in their strategic planning at the state, local and institutional levels. He specializes in board development, labor market analysis, organizational effectiveness, community/institutional strategic planning, leadership development and creating innovative integration strategies for workforce, economic and education development at the community level.

2007 SFWIB Retreat  
August 9, 2007  
Page 2

Please RSVP your attendance to Anne Glancy at 305 594-7615, extension 258 or by e-mail at **aglancy@southfloridaworkforce.com** no later than **Thursday, August 23<sup>rd</sup>, 2007**. Your RSVP will enable staff to register you under the South Florida Workforce Investment Board (SFWIB). SFW will pay for the cost of Board Members rooms and prescribed meals only. You will be individually responsible for all additional incidentals. You will be required to provide a credit card to the hotel registrar when you check- in at the front desk.

The SFWIB Retreat will be an important step in moving Region 23 forward in accomplishing the South Florida Workforce Investment Board's goals and objectives.

I look forward to your attendance and full participation.

Attachment

## *Schedule of Events*

### **Friday, September, 28th**

- “Get Aquatinted Gathering”  
Meet the Facilitator  
*(WAVES on the Beach)* 7:00 pm -9:00pm

### **Saturday September 29<sup>th</sup>**

- Continental Breakfast 7:30 am - 8:30 am  
*(Pre-Function Area, Salon B, C& D)*
- Introductions / Celebration of Board Successes 8:30 am - 9:00am  
*(Salon B C& D)*
- General Planning Session 9:00am - 12:00pm
- Lunch *(Salon A)* 12:00pm – 1:30pm
- General Planning Session 1:30pm - 4:00pm
- Free-Time 4:00pm- 6:30pm
- Dinner *(Salon A)* 6:30pm

### **Sunday, September 30th**

- Continental Breakfast 7:30 am- 8:30 am  
*(Pre-Function Area, Salon B, C& D)*
- General Planning Session *(Salon B,C & D)* 9:00am - 12:00pm
- Closing 12:00pm -12:15pm
- Lunch *(Salon A)*



### ***Hotel Information***

All retreat activities will be held at the:

Key Largo Grande Resort and Beach Club  
97000 South Overseas Highway (Mile Marker 97)  
Key Largo, Florida 33037

You may check in after 3:00pm on September 28<sup>th</sup>, 2007. You will be registered under the South Florida Workforce Investment Board (SFWIB). SFW will pay for the cost of Board Members rooms and prescribed meals only. You will be individually responsible for all additional incidentals. You will be required to provide a credit card to the hotel registrar when you check- in at the front desk.

Your family is welcomed to lodge with you at the Retreat. Each room will provide for single/double occupancy. There is recreation, guest services, dining and entertainment for the entire family.

### **Directions to Hotel**

Take the Turnpike South to the Florida City south. (US-1 S) Exit (last exit). Continue south on US-1 to 97000 Overseas Highway (Mile Marker 97). The Key Largo Grande Resort and Beach Club is on the right.

***Note: the Resort is 20 miles from S. Dixie Highway***

### **Parking**

Free self-parking available.



**7.B**

**South Florida Workforce Investment Board**

***August 16, 2007***

**Approval to Authorize Staff to Draft and Release a Request for Proposals (RFPs) for Work Readiness Preparation Services**

**RECOMMENDATION**

Approval is recommended to authorize staff to draft and release a Request for Proposals for Work Readiness Preparation Services as set forth below.

**BACKGROUND**

SFWIB staff has determined that jobseekers benefit from an inclusion of work readiness preparation programs. Work Readiness programs generally focus on developing a good work ethic within our jobseeker customers. This training includes, but is not limited to; professional attire, punctuality, attendance, interpersonal skills, etc.

These programs have been offered in the Career Centers with varying degrees of success. Therefore in order to standardize the Work Readiness Preparation programs within the Career Centers, SFWIB staff is recommending that staff be authorized to draft and release a Request for Proposals (RFPs) for Work Readiness Preparation Services.

At the July 31, 2007, Workforce Systems Improvement Committee meeting there was no quorum, but the members present discussed this item. The consensus of the members present was forward this item to the full Board for approval.



4.A

**South Florida Workforce Investment Board**

***August 16, 2007***

**Approval of a Recommendation as to Authorizing Staff to Draft and Release a Request for Proposals (RFPs) to operate and provide programs at the Northside Career Center and Assign JFM as Temporary Operator**

**RECOMMENDATION**

SFWIB staff recommends approval to authorize staff to draft and release a Request for Proposals (RFPs) to operate and provide programs at the Northside Career Center and to assign Private Industry Council of Dade County, Inc. d/b/a Jobs for Miami as temporary operator and provider as set forth below.

**BACKGROUND**

Arbor's E&T, LLC response to the PY'06-07 RFP included the subcontract services of Private Industry Council of Dade County, Inc. d/b/a Jobs for Miami to operate and provide services at the Northside Career Center. A subcontract agreement was required between the parties and approval was granted for Arbor E&T, LLC, under the award of the PY'06 Northside Career Center Contract, to subcontract with Jobs for Miami.

Arbor E&T, LLC has informed SFWIB Executive Director that they will no longer have a subcontractor arrangement with Jobs for Miami to operate the Northside Career Center for PY'07-08.

Therefore, with no subcontractor agreement, SFWIB staff is recommending an RFP be drafted and released for the operation of the Northside Career Center, including the provision of services. Also, for continuity of services at the Center, staff is recommending that Jobs for Miami be assigned as temporary operator and provider of services until the completion of the RFP process.



**4.B**

**South Florida Workforce Investment Board**

**August 16, 2007**

**Approval of a Recommendation as to the  
Renewal of the Contract with Gulf Coast  
Jewish Family Services d/b/a Gulf Coast  
Community Care for the Non-Custodial  
Parent Employment Program**

**RECOMMENDATION**

SFWIB staff recommends approval of the renewal of the contract with Gulf Coast Jewish Family Services, Inc., d/b/a Gulf Coast Community Care for the Non-Custodial Parent Employment Program for an amount not to exceed \$651,076.00, as set forth below.

**BACKGROUND**

Gulf Coast Jewish Family Services, Inc, d/b/a Gulf Coast Community Care has been operating the Non-Custodial Parent Employment Program under a contract with SFW. The current contract with Gulf Coast Jewish Family Services, Inc, d/b/a Gulf Coast Community Care allows for renewal of the contract based on availability of funds.

SFWIB staff is recommending that the contract with Gulf Coast Jewish Family Services, Inc, d/b/a Gulf Coast Community Care be renewed for an amount not to exceed \$651,076.00, with the caveat that the funds be allocated as follows:

\$575,545.00 for programs

\$ 75,531.00 for support services

\$651,076.00



5.A

**South Florida Workforce Investment Board**

***August 16, 2007***

**Approval to Authorize the SFWIB Chair and Executive Director to Execute the 2007-2008 Master Cooperative Agreement with the Agency for Workforce Innovation (AWI)**

### **RECOMMENDATION**

Approval is recommended to authorize the SFWIB Chair and Executive Director to execute the 2007-2008 Master Cooperative Agreement and all attachments listed below, with the Agency for Workforce Innovation (AWI).

- Exhibit "A" Memorandum of Understanding between SFWIB and AWI
- Exhibit "B" Data Sharing Agreement
- Exhibit "C" Annual Certification of Regional Workforce Board
- Exhibit "D" Audit Requirements
- Exhibit "E" Administrative Procedures and Process Certifications

### **BACKGROUND**

The Master Cooperative Agreement sets forth the terms and conditions that the South Florida Workforce Investment Board agrees to for the receipt of federal workforce funds from the Agency for Workforce Innovation (AWI). In addition, each year the AWI requires local workforce boards to enter into a Memorandum of Understanding (MOU). The Memorandum of Understanding is incorporated into the 2007-2008 Master Cooperative Agreement. The Memorandum of Understanding establishes the agreement terms for cooperation and consultation between AWI and the Board, in regard to the workforce program services delivered by AWI staff in the One-Stop (Career Center) system established within the Board's Workforce Region.

At the July 24, 2007, Executive Committee meeting there was no quorum, but the members present discussed this item. The consensus of the members present was forward this item to the full Board for approval.

*Attachment*



**6.A**

**South Florida Workforce Investment Board**

***August 16, 2007***

**June 2007 Finance Report**

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

*Attachments*



**6.B**

**South Florida Workforce Investment Board**

**August 16, 2007**

**Approval of Actions Related to the Selection of an External Independent Audit Firm**

**RECOMMENDATION**

Approval is recommended for the actions related to the selection of an External Independent Audit Firm as set forth below.

**BACKGROUND**

On July 6, 2007, a Request for Qualifications (RFQs) for External Independent Audit Services was released to the public.

By the submission deadline of July 26, 2007, 4:00 p.m. SFWIB staff received five (5) proposals

The External Independent Audit Services RFQ specifies that the evaluation process consist of a technical evaluation review of the proposals received and an oral presentation evaluation. The technical and oral evaluation criteria are the same.

At the August 3, 2007, publicly-noticed Technical Proposal Review Session the reviewers provided their scoring per respondent.

The August 9, 2007, Finance Committee meeting, oral presentations were provided by the five firms that submitted proposals. The reviewers evaluated the presentation and provided their ratings per respondent.

The technical evaluation scores were combined with the oral presentation scores to achieve the final rated score. The final rated score is the average of the technical response scores and the oral presentation scores. Table 1 sets forth the final ratings per firm.

At the August 9, 2007, Finance Committee meeting there was no quorum, but the consensus of the members present was to negotiate with the highest rated firm, contingent upon the submission of documents clarifying the relationship of one of the partners with the South Florida Institute of Technology and legal review. If the highest rated firm does not submit the documents and legal review is not satisfied, then it was the consensus of the Committee members to negotiate with the second highest firm.

Following the meeting of the Board, the firms that are not awarded a contract will be advised of their appeal rights.

*Attachment*

External Independent Audit Services

Requesting Firm	External Independent Audit Services				
	Proposed Fees	Technical Review Average Score Across Raters	Oral Presentation Average Score Across Raters	Final rating Score (Average Score of Raters - Technical and Oral Presentation)	Rank Order
Alberni, Caballero & Castellanos, LLP	2007 - \$110,500.00 2008 - \$118,500.00 2009 - \$125,000.00	87.16	81.88	84.48	1
Sharpton, Brunson & Company, P.A.	2007 - \$135,000.00 with 4% increase in 2008 and 2009	83.22	78.36	80.79	2
McGladrey & Pullen, LLP	2007 - \$185,000.00 2008 - \$190,000.00	<del>83.16</del> 81.49*	78.60	80.05	3
Watson Rice, LLP	2007 - \$76,000.00 2008 - \$78,660.00 2009 - \$81,413.00	80.43	76.33	78.38	4
Verdeja & De Armas, LLP	\$170,000.00	81.32	69.83	75.58	5

\*Note one rater advised staff of a conflict after the initial scoring session. The score has been adjusted to reflect this change.





7.A

**South Florida Workforce Investment Board**

***August 16, 2007***

**SFW 2-YR Workforce Plan 2007-2009  
Update/ Discussion**

## **BACKGROUND**

The Agency for Workforce Innovation notified all Regional Workforce Investment Boards (RWBs) of the requirement to develop and submit a comprehensive two-year workforce plan consolidating Workforce Investment Act, Wagner-Peyser, Welfare Transition/Temporary Assistance to Needy Families, and other workforce programs into a single plan. This new Two-Year Plan will supersede the Two-Year Plan submitted by SFW in September 2005.

The draft Plan is available for Board members review by clicking on the following link:

<http://www.southfloridaworkforce.com/WIA/2YrPlan2007/SFW2yrStrategicPlan0709080607v2.pdf>

The schedule of Community forums is attached. The Community forums enable community involvement in the planning process.

The Plan highlights includes

- A description of SFW Local Plan Development Process
- SFWIB's Unique Vision and Strategic Goals
- An Assessment of the Region's Labor market needs
- SFW's local system infrastructure, including the process for selecting service partners
- SFW's One-Stop Delivery System and Services

*Attachment*

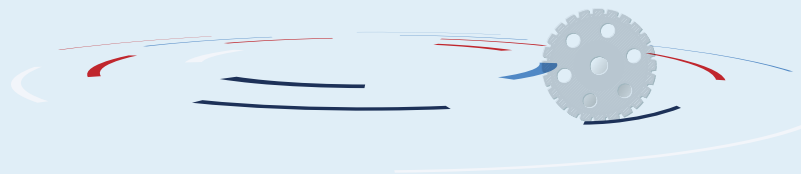
## *South Florida Workforce presents . . .*

to the community its Two-Year Workforce Services Plan.

The following presentations will enable the community to comment on the plan. Community Forums are being held at the following locations:

<b>Date</b>	<b>Time</b>	<b>Location</b>
August 8, 2007	9:00 a.m.	Homeless Assistance Center 1550 N. Miami Ave. Miami, FL
August 10, 2007	6:30 p.m.	West Dade Career Center 2700 SW 97 Avenue Miami, FL 33165
August 14, 2007	6:30 p.m.	Liberty Square Community Center 6304 NW 14 Avenue Miami, FL 33147
August 15, 2007	6:30 p.m.	Homestead Career Center 140 NE 8 Street Homestead, FL 33030
August 16, 2007	6:30 p.m.	Sant La Haitian Neighborhood Center 5000 Biscayne Blvd Miami, FL
August 17, 2007	10:00 a.m.	Human Services Coalition of Dade County 260 NE 17 Terrace, Suite 200 Miami, FL 33132

These Community Forums are being held in partnership with The Miami-Dade County Homeless Trust, Sant La Haitian Neighborhood Community Center, Human Services Coalition of Dade County, and Miami-Dade County Housing Authority.





8.A

**South Florida Workforce Investment Board**

***August 16, 2007***

**Approval of New Training Vendors and  
Associated Programs**

**RECOMMENDATION**

Approval is recommended for the addition of Bar Education Inc., db/a/ Jones College and Hialeah Technology Center, Inc. and associated programs, as set forth below and in the attached table.

**BACKGROUND**

Workforce Florida, Inc. and the Agency for Workforce Innovation (AWI) allow each Workforce Region to determine their approved Training Agents based upon their Region's criteria. The local procedure currently in place, permits training institutions to request approval to become training agents for Educational Scholarships (ITAs) and for current training agents to request the addition of new training programs or facilities.

For request to become an approved SFWIB Training Vendor, this process requires SFWIB staff to review programmatic and fiscal capabilities for agencies that are not currently approved by SFWIB. Upon approval by SFWIB, the recommendations are entered into the State of Florida Eligible Training Provider List (ETPL).

Bar Education, Inc, d/b/a/ Jones College and Hialeah Technology Center, Inc. submitted requests to become approved SFWIB Training Vendors. The attached Table 1 sets forth the reviewed requests and SFWIB staff recommendation.

At the August 2, 2007, Economic Development and Industry Sector Committee meeting there was no quorum, but the members present discussed this item. The consensus of the members present was forward this item to the full Board for approval.

*Attachment*

**Table 1**

<b>Training Institution</b>	<b>Proposed Training Program</b>	<b>Program Length</b>	<b>Total Program Cost</b>	<b>Maximum ITA Amount</b>	<b>Comments</b>
<b>Bar Education, Inc. d/b/a Jones College</b>	<b>Bachelor Degree Programs:</b> 1. Business Administration 2. Computer Information Systems 3. Elementary Education 4. Legal Assistant	120 Credits (4 Years)	1. \$37,525 2. \$37,525 3. \$37,640 4. \$37,525	Bachelor Degree Programs are case-by-case approval and are paid at up to \$2,500 per year up to five years.  Will require additional aid.	Programmatic and Due Diligence reviews were conducted. Jones College met all requirements  <b>SFWIB staff recommends approval.</b>
	<b>A.S. Degree Programs:</b> 1. Business Administration 2. Computer Information Systems 3. Legal Assistant 4. Medical Assisting	60 Credits (2 Years)	1. \$18,800 2. \$18,800 3. \$18,800 4. \$19,275	1. \$8,016 2. \$7,840 3. \$8,352 4. \$8,630  All programs will require additional aid	
	<b>Diploma/Certificate Programs:</b> 1. Help Desk Support Specialist 2. Medical Assisting 3. Medical Insurance Coding 4. Office Administrative Specialist	24 Credits (6 months)	1. \$8,265 2. \$8,740 3. \$8,265 4. \$8,265	1. \$3,125 2. \$5,324 3. \$4,551 4. \$4,870  All programs will require additional aid	
<b>Hialeah Technology Center, Inc.</b>	<b>Diploma/Certificate Programs:</b> 1. AutoCAD Drafting Basics 2. Mechanical Drafting Basics 3. Microsoft Office User Applications	1. 310 hrs 2. 438 hrs 3. 300 hrs	1. \$2,900 2. \$2,900 3. \$3,275	1. \$2,900 2. \$2,900 3. \$3,163 – would require additional financial aid	Programmatic and Due Diligence reviews were conducted. Hialeah Technology Center met all requirements  <b>SFWIB staff recommends approval.</b>