



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

WORKFORCE SYSTEMS IMPROVEMENT (WSI) COMMITTEE

**Thursday, April 19, 2012
8:00 A.M.**

Double Tree by Hilton Miami Airport Hotel
Convention Center, 2nd floor
711 NW 72nd Avenue
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Workforce Systems Improvement Committee Meeting Minutes
 - A. October 20, 2011
 - B. December 15, 2011
 - C. February 16, 2012
3. Information – Workforce Services Contractors Performance Overview
4. Information – Workforce Services Balanced Scorecard Update
5. Information – Refugee Employment and Training Contractors Performance Overview
6. Information – Refugee Employment and Training Program Balanced Scorecard Update
7. Recommendation as to Approval of a Related-Party On-the-Job Training Agreement
8. Recommendation as to Approval of a SFWIB -Monster.com Government Solutions Contract
9. Recommendation as to Approval to Authorize Staff to Draft and Release a Request for Proposals (RFP) for Refugee Employment and Training (RET) Services
10. Recommendation as to Approval to Reallocate Funds De-obligated by the City of Miami
11. Recommendation as to Approval to Reallocate Refugee Program Transportation Funds
12. Recommendation as to Approval to Reallocate Refugee Program Employment Services Funds
13. Recommendation as to Approval to Accept Additional Reemployment & Eligibility Assessment Program Funds
14. Recommendation as to Approval to Replace 260 PCs
15. Recommendation as to Approval of Revisions to the Paid Work Experience Policy



2.A

SFWIB – Workforce Systems Improvement Committee

April 19, 2012

Minutes of SFWIB Workforce Systems Improvement Committee Meeting October 20, 2011

South Florida Workforce Investment Board
Workforce Systems Improvement Committee Meeting
October 20, 2011, at 8:00 A.M.
Doubletree by Hilton Miami Airport Hotel
711 NW 72nd Avenue, Miami, Florida 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	SFW STAFF
1. Fils-Aime, Sr., Daniel– <i>Chair</i> 2. Gaber, Cynthia, <i>Vice Chair</i> 3. DuBois, Victoria 4. Huston, Albert 5. Socorro, Ivonne	6. Arboleda, Carlos 7. Manning, Anne 8. Roberts, Alvin 9. Rodriguez, Pedro	Almagro, Olivia Hernandez, Juan OTHER ATTENDEES Battle, Jorge – <i>Arbor E & T, LLC</i> Gonzalez, Ana M. – <i>City of Hialeah</i> Guadalupe, Beatriz – <i>SER Jobs for Progress, Inc. (North Miami Beach)</i> Someillan, Ana – <i>Adult Mankind Organization (A.M.O)</i>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Mr. Daniel Fils-Aime called the meeting to order at 8:12am, welcomed all those present, asked the members to introduce themselves and noted that a quorum had been achieved.

2. Approval of Workforce Systems Improvement Meeting Minutes for June 23, 2011 and August 18, 2011

Ms. Gaber moved the approval of June 23, 2011 and August 18, 2011 meeting minutes. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed**

3. Information– Workforce Services Contractors Performance Overview

Mr. Juan Hernandez, SFWIB Programs Manager presented the item and noted the following:

For Program Year (PY) 2010-2011 the Workforce Services Contractors, for the period of July 1, 2011 through September 30, 2011, assisted the placement of 2,368 job seekers into employment.

- WIA Adult/Dislocated Worker (DW) Program, the contractors’ performance statistics for July 1, 2011 to September 30, 2011 revealed 328 job seekers gained employment after enrollment in the WIA (Adult and/or DW) Program.

- Wagner-Peyser (WP) Program, the performance statistics for Workforce Services Contractors for July 1, 2010 to June 30, 2011 revealed the Region's WP Entered Employment Rate (EER) is at 16.5%. This was 3.1% better than the same period last PY.
- Veterans Program, the contractors' performance statistics revealed the Region's Veterans EER is at 24%. This was a 90.5% improvement from the last PY.
- Career Advancement Program (CAP) / Welfare Transition (WT) Program the performance statistics for the Workforce Services Contractors revealed the following:
 - The Region is at 60.8% in the All Family Participation Rate. Since last PY, this performance measure has been consistently one of the highest in the State since last PY. The Region is currently ranked second out of the 24 Regions in the State.
 - The Region is at 69.4% in the Two-Parent Participation Rate. Since last PY, this performance has been consistently among the highest in the State. Additionally, the Region is ranked fifth out of the 24 Regions in the State.

Mr. Fils-Aime requested additional information regarding a potential increase in federal jobs for veterans. Mr. Hernandez responded that he hasn't heard of any developments; however, the Veterans Liaison will keep them informed of any updated news. Mr. Hernandez also noted that veterans normally have first preference for any current job openings.

Mr. Huston asked which region ranked first place for the All Family Participation Rate. Mr. Hernandez responded that the first place region is very small with a population of less than 50 and smaller case loads. Mr. Huston inquired about the number of job placements completed for the current tunnel project. Someone from the audience appeared before the Committee on behalf of one of the career centers responding that recruitment efforts were made but only an estimated 8-9 seekers were placed into jobs for the tunnel project.

4. Information– Workforce Services Balanced Scorecard Update

Mr. Hernandez presented the region's Balanced Scorecard, which measured the performance of Service Partners, for the period of July 1, 2011, through September 30, 2011.

A performance summary of the Workforce Services Contractors for the same period (July 1, 2010, through June 30, 2011) showed that ten (10) of the twelve (12) Workforce Services Contractors were at least meeting 50% of the PY '10-'11 Balanced Scorecard Performance Measures standards.

Mr. Fils-Aime requested an update regarding City of Hialeah's constant low performance scores. Ms. Ana Maria Gonzalez, Center Director for City of Hialeah Career Center appeared before the Committee and presented the challenges they were facing as well as a plan to improve performance consisting of the following:

- Provide Staff Training
- Implement Staff Accountability
- Monitor Performance

The consensus of the Committee accepted the career center improvement plans.

5. Information- Refugee Employment and Training Contractors Performance Overview

Mr. Hernandez presented the item and noted that a total of 5,193 refugee job seekers were placed for the period of October 1, 2010 through August 31, 2011. He also read the following stats:

- 9,102 refugee job seekers were enrolled in the RET program;
- 3,661 refugees placed in employment are still working after 90 days of hire;
- 3,349 refugees placed in employment are still working after 180 days of hire; and
- 2,279 refugees placed in employment are also receiving health benefits through the employer.

No further questions or discussions.

6. Information- Refugee Employment and Training Balanced Scorecard Update

Mr. Hernandez presented the item and noted that the Refugee Employment and Training (RET) Balanced Scorecard measured the performance of RET Service Contractors for the period of October 1, 2010 through August 31, 2011.

During that period, all ten (10) RET Services Contracts were meeting or exceeding 67% of the PY '10-'11 Performance Measures standards.

No further questions or discussions.

7. Information- Workforce Services North Miami Beach Contract

Mr. Hernandez read the item into record and noted that an informal resolution conference was held on Wednesday, October 19th. SER Jobs was successful during the appeal. As such, they will continue to manage and operate the North Miami Beach Career Center.

Mr. Huston asked for the name of the next runner up had SER Jobs lost the appeal. Mr. Hernandez responded that Arbor E&T, LLC was the next highest scoring respondent for the North Miami Beach Career Center.

Mr. Fils-Aime asked if there were any questions or concerns then adjourned the meeting at 9:25am.



2.B

SFWIB – Workforce Systems Improvement Committee

April 19, 2012

Minutes of SFWIB Workforce Systems Improvement Committee Meeting December 15, 2011

South Florida Workforce Investment Board
Workforce Systems Improvement Committee Meeting
December 15, 2011, at 8:00 A.M.
Miami Dade College West Campus
3800 NW 115th Avenue
Miami, FL

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	SFW STAFF
<ol style="list-style-type: none"> 1. Gaber, Cynthia, <i>Vice Chair</i> 2. Manning, Anne 	<ol style="list-style-type: none"> 3. Fils-Aime, Sr., Daniel– <i>Chair</i> 4. Arboleda, Carlos 5. DuBois, Victoria 6. Huston, Albert 7. Socorro, Ivonne 	<p>Almagro, Olivia Hernandez, Juan</p> <p>OTHER ATTENDEES Cela, Jose – <i>SER-Jobs for Progress</i></p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Ms. Cynthia Gaber Committee Vice-Chair called the meeting to order at 8:30am, welcomed all those present, asked the members to introduce themselves and noted that a quorum had not been achieved.

2. Approval of Workforce Systems Improvement Meeting Minutes for October 20, 2011

Minutes could not be approved due to lack of quorum.

3. Information– Workforce Services Contractors Performance Overview

Mr. Juan Hernandez, SFWIB Programs Manager presented the item and noted the following:

For Program Year (PY) 2010-2011 the Workforce Services Contractors, for the period of July 1, 2011 through November 30, 2011, assisted the placement of 4,425 job seekers into employment.

- WIA Adult/Dislocated Worker (DW) Program, the contractors' performance statistics for July 1, 2011 to November 30, 2011 revealed 673 job seekers gained employment after enrollment in the WIA (Adult and/or DW) Program.
- Wagner-Peyser (WP) Program, the performance statistics for Workforce Services Contractors for July 1, 2010 to October 31, 2011 revealed the Region's WP Entered Employment Rate (EER) is at 18.3%. This was 16.6% better than the same period last PY.
- Veterans Program, the contractors' performance statistics revealed the Region's Veterans EER is at 24.6%. This was a 56.7% improvement from the last PY.

- Career Advancement Program (CAP) / Welfare Transition (WT) Program the performance statistics for the Workforce Services Contractors revealed the following:
 - The Region is at 63.4% in the All Family Participation Rate. Since last PY, this performance measure has been consistently one of the highest in the State. The Region is currently ranked second place out of the 24 Regions in the State.
 - The Region is at 72.6% in the Two-Parent Participation Rate. Since last PY, this performance has been consistently among the highest in the State. Additionally, the Region is ranked first place out of the 24 Regions in the State.

No further questions or concerns.

4. Information– Workforce Services Balanced Scorecard Update

Mr. Hernandez presented the region's Balanced Scorecard, which measures the performance of Service Partners, for the period of July 1, 2011, through November 30, 2011.

A performance summary of the Workforce Services Contractors for the same period (July 1, 2011, through November 30, 2011) showed that ten (10) of the twelve (12) Workforce Services Contractors were at least meeting 50% of the PY '11-'12 Balanced Scorecard Performance Measures standards.

No further questions or discussions.

5. Information- Refugee Employment and Training Contractors Performance Overview

Mr. Hernandez presented the item and noted that a total of 6,768 refugee job seekers have received placement services for the period of October 1, 2010 through September 30, 2011. He also read the following stats:

- 9,940 refugee job seekers were enrolled in the RET program;
- 3,939 refugees placed in employment are still working after 90 days of hire;
- 3,651 refugees placed in employment are still working after 180 days of hire; and
- 2,490 refugees placed in employment are also receiving health benefits through the employer.

No further questions or discussions.

6. Information- Refugee Employment and Training Balanced Scorecard Update

Mr. Hernandez presented the item and noted that the Refugee Employment and Training (RET) Balanced Scorecard measures the performance of RET Service Contractors for the period of October 1, 2010 through September 30, 2011.

During that period, all ten (10) RET Services Contracts were meeting or exceeding 67% of the PY '10-'11 Performance Measures standards.

No further questions or discussions.

[Ms. Anne Manning Arrived]

New Business:

Mr. Hernandez provided an update on the State Department of Economic Opportunity Job Placement Report and mentioned that Region 23 has been consistently ranked one of the top 3 regions.

With regards to item # 4, Ms. Manning asked that in the future, staff provide a quarterly report instead of year-to-date.

Ms. Gaber asked if there were any questions or concerns then adjourned the meeting at 9:25am.



2.C.

SFWIB – Workforce Systems Improvement Committee

April 19, 2012

Minutes of SFWIB Workforce Systems Improvement Committee Meeting February 16, 2012

South Florida Workforce Investment Board
Workforce Systems Improvement Committee Meeting
February 16, 2012, at 8:00 A.M.
DoubleTree by Hilton Miami Airport Convention Center, 2nd floor,
711 N.W. 72nd Avenue
Miami, FL

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	SFW STAFF
1. Fils-Aime, Sr., Daniel– <i>Chair</i> 2. DuBois, Victoria 3. Gaber, Cynthia, <i>Vice Chair</i> 4. Manning, Anne 5. Socorro, Ivonne	6. Arboleda, Carlos 7. Huston, Albert	Alonso, Gus Almagro, Olivia Hernandez, Juan

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Mr. Fils-Aime Committee Chair called the meeting to order at 8:22am, welcomed all those present, asked the members to introduce themselves and noted that a quorum had been achieved.

3. Information– Workforce Services Contractors Performance Overview

Mr. Juan Hernandez, SFWIB Programs Manager presented the item and noted the following:

For Program Year (PY) 2011-2012, the Workforce Services Contractors from July 1, 2011 through December 31, 2011, assisted the placement of 6,114 job seekers into employment.

- WIA Adult/Dislocated Worker (DW) Program, the contractors' performance statistics for July 1, 2011 to December 31, 2011 revealed 769 job seekers gained employment after enrolling in the WIA (Adult and/or DW) Program.
- Wagner-Peyser (WP) Program, the contractors' performance statistics for July 1, 2011 to October 31, 2011 revealed the Region's WP Entered Employment Rate (EER) is at 42% which resulted in this Region ranking fifth out of the 24 Regional Workforce Boards in the State.
- Veterans Program, the contractors' performance statistics revealed the Region's Veterans EER is at 52.3%, also resulting in fifth place ranking in this category out of the 24 Regional Workforce Boards in the State.

- Career Advancement Program (CAP) / Welfare Transition (WT) Program the performance statistics for the Workforce Services Contractors revealed the following:
 - The Region is at 63.1% in the All Family Participation Rate. Since last PY, this performance category has been consistently one of the highest in the State and as a result, this Region ranked second place out of the 24 Regions.
 - The Region is at 72.4% in the Two-Parent Participation Rate. Since last PY, this performance category has been consistently one of the highest in the State, which also resulted in the Region ranking second place out of the 24 Regions.

No further questions or concerns.

4. Information– Workforce Services Balanced Scorecard Update

Mr. Hernandez presented the region's Balanced Scorecard, which measures the performance of Service Partners, for the period of July 1, 2011, through December 31, 2011.

A performance summary of the Workforce Services Contractors for the same period (July 1, 2011, through December 31, 2011) showed that eight (8) of the twelve (12) Workforce Services Contractors were at least meeting 50% of the PY '11-'12 Balanced Scorecard Performance Measurement standards.

Both the Chair and Vice-Chair asked staff to invite representatives from the agencies that did not meet performances to the next Committee meeting scheduled in April.

5. Information- Refugee Employment and Training Contractors Performance Overview

Mr. Hernandez presented the item and noted that a total of 6,768 refugee job seekers have received placement services for the period of October 1, 2011 through December 31, 2011. He also read the following stats:

- 2,301 refugee job seekers were enrolled in the RET program;
- 1,052 refugees placed in employment are still working after 90 days of hire;
- 733 refugees placed in employment are still working after 180 days of hire; and
- 618 refugees placed in employment are also receiving health benefits through the employer.

No further questions or discussions.

6. Information- Refugee Employment and Training Balanced Scorecard Update

Mr. Hernandez presented the item and noted that the Refugee Employment and Training (RET) Balanced Scorecard measures the performance of RET Service Contractors for the period of October 1, 2011 through December 31, 2011.

During that period, nine (9) out of the ten (10) RET Services Contracts were meeting or exceeding 50% of the PY '10-'11 Performance Measures standards.

No further questions or discussions.

7. Information- Status of ARRA NEG OJT Program Goals

Mr. Hernandez read the item into record noting that Workforce Florida, Inc. awarded a grant to SFWIB for \$375,350 to provide On-the-Job Training services to 75 WIA eligible participants that are long-term unemployed, specifically a minimum of 26 weeks and reside in a Miami-Dade County Designed Targeted Area. The Workforces Services Contractors were given their project goals based on Career Center sizes. However, the goals were not met by the June 30, 2011 cut-off date which resulted in Workforce Florida extending the deadline to afford them the opportunity to satisfy their

project goals. In December 2011, the Department of Economic Opportunity requested SFWIB to de-obligate ARRA NEG OJT dollars due to under expenditure of funds.

Ms. Manning inquired about the official deadline for the contract and Mr. Hernandez responded.

8. Recommendation as to Approval to Reallocate Funds De-obligated by the City of Miami

Mr. Hernandez read the item into record then discussed with the Committee the program and training fund tables reflecting a de-obligated amount of \$851,026 from the City of Miami to be re-allocated.

Ms. Manning asked whether the funds can be divided among the centers that are within close proximity to the new career center. Mr. Gus Alonso, SFWIB Assistant Director of Finance appeared before the Committee and provided additional details on the proposed funding allocations.

Ms. Ann Manning moved the approval to reallocate funds de-obligated by the City of Miami. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed**

All in favor with no opposition

9. Recommendation as to Approval to Allocate Refugee Hospitality Training Program Funds

Mr. Hernandez read the item into record noting that staff requested this Committee to recommend to the Board the approval to accept and allocate \$63,250 in Refugee Program funds.

Ms. Manning asked staff to provide further explanation regarding the proposed allocations to each service provider as she wanted to know whether the process was done competitively and were service providers given the option to accept the funds. Both Mr. Hernandez and Mr. Alonso further explained.

Ms. Ann Manning moved the approval to allocate refugee hospitality training program funds. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed**

All in favor with no opposition

10. Recommendation as to Approval to Accept and Allocate Refugee Hospitality Training Program Transportation Funds

Mr. Hernandez read the item into record noting that staff requested this Committee recommend to the Board the approval to accept and allocate \$63,250 in Refugee Program funds.

Ms. Cynthia Gaber moved the approval to accept and allocate refugee hospitality training program transportation funds. Motion was seconded by Ms. Victoria Dubois; **Motion Passed**

All in favor with no opposition

11. Recommendation as to Approval to Accept Additional WIA Dislocated Worker Funds

Mr. Hernandez read the item into record noting that staff requested the Committee recommend to the Board the approval to authorize staff to accept additional WIA dislocated Worker funds.

Ms. Ann Manning moved the approval to accept additional WIA Dislocated Worker Funds. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed**

All in favor with no opposition

12. Recommendations as to Approval to Accept Additional WIA Adult Program Funds

Mr. Hernandez read the item into record noting that staff requested the Committee recommend to the Board the approval to authorize staff to accept additional WIA Adult Program funds.

Ms. Manning moved the approval to accept additional WIA Adult Program Funds. Motion was seconded by Ms. Ivonne Socorro; **Motion Passed**

13. Recommendations as to Approval of a RET Nursing License Preparation Program

Mr. Hernandez read the item into record noting that staff requested the Committee recommend to the Board the approval to apply up to \$200,000 in Refugee Employment & Training Program.

Ms. Cynthia Gaber moved the approval to apply up to \$200,000 in Refugee Employment & Training Program funds to purchase a cohort at Miami Dade College for the RET nursing license preparation program. Motion was seconded by Ms. Ann Manning; **Further Discussion(s):**

Ms. Manning had questions regarding the duration of the program and Mr. Hernandez provided further details.

2. Approval of Workforce Systems Improvement Meeting Minutes for February 16, 2012

Item Deferred.

New Business:

The Committee briefly discussed proposing a new meeting start time of 8:30am moving forward; however, a final decision will be determined at the next scheduled meeting in April.

Mr. Hernandez announced that SFWIB ranked No. 1 in the January 2012 Monthly Job Placement Report.

There being no further discussion, the meeting was adjourned at 9:02am.



3.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Workforce Services Contractors Performance
Overview**

Information Item

BACKGROUND

For Program Year (PY) 2011-2012, the Workforce Services Contractors, July 1, 2011, through February 29, 2012, have assisted in placing into employment a total of 8,211 job seekers.

The performance statistics on the State's Monthly Management Report (MMR) for the Workforce Services Contractors reveal the following during July 1, 2011, through February 29, 2012:

- 1,011 job seekers gained employment after enrollment in the WIA (Adult and/or DW) Program.
- The Region's WP Entered Employment Rate (EER) is at 49.9 percent. In this category, the Region is ranked third out of the 24 Regional Workforce Boards in the State.
- The Region's Veterans Program EER is at 56.3 percent. In this category, the Region is ranked fifth out of the 24 Regional Workforce Boards in the State.
- The Career Advancement Program (CAP) / Welfare Transition (WT) Program All Family Participation Rate is at 62.7 percent. This performance has been consistently one of the highest in the State since last PY. In this category, the Region is ranked first out of the 24 Regional Workforce Boards in the State.
- The Career Advancement Program (CAP) / Welfare Transition (WT) Program Two-Parent Participation Rate is at 72.1 percent. This performance has been consistently one of the highest in the State since last PY. In this category, the Region is ranked second out of the 24 Regional Workforce Boards in the State.

Overall, in February's Monthly Job Placement Report established by the Florida Department of Economic Opportunity (DEO) and Workforce Florida, Inc. (WFI) in response to Governor Rick Scott's call for enhanced measurement of performance outcomes in workforce development, SFWIB ranked third out of the 24 Regional Workforce Boards. The Region has been ranked in the top three since the inception of the Monthly Job Placement Report.



4.

SFWIB - Workforce Systems Improvement (WSI) Committee

April 19, 2012

Workforce Services Balanced Scorecard Update

Information Item

BACKGROUND

The region's Balanced Scorecard measures the performance of Service Partners and is attached for the period of July 1, 2011, through February 29, 2012.

A performance summary of the Workforce Services Contractors for the same period (July 1, 2011, through February 29, 2012) is set forth below. The summary indicates that 9 of the 12 Workforce Services locations met at least 50 percent of the PY '11-'12 Balanced Scorecard measures.

WORKFORCE SERVICES CONTRACTORS PERFORMANCE SUMMARY Balanced Scorecard PY '11-'12 (July 1, 2011 through February 29, 2012) *				
Workforce Services Contractors	Workforce Services Locations	# of Performance Measures Standards Met	# of Performance Measures	% of Performance Measures Standards Met
Arbor E&T, LLC	Carol City Career Center	13	23	57%
	Hialeah Gardens Career Center	15	23	66%
City of Hialeah	Hialeah Downtown Career Center	9	23	40%
Ser Jobs for Progress, Inc.	North Miami Beach Career Center	14	23	61%
Transition, Inc.	Transition Offender Service Center	4	13	31%
UNIDAD of Miami Beach, Inc.	Miami Beach Career Center	10	23	44%
Youth Co-Op, Inc.	Florida Keys Career Center	12	23	53%
	Homestead Career Center	16	23	70%
	Little Havana Career Center	14	23	61%
	Northside Career Center	13	23	57%
	Perrine Career Center	15	23	66%
	West Dade Career Center	16	23	70%

*Draft Workforce Services Balanced Scorecard (July 1, 2011 through February 29, 2012)

Attachment

SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Regional

Regional			
	Measure	Standard	Region
1	Level of Services	84.96 %	100.00 %
2	Level of Services for Special Groups	84.96 %	100.00 %
3	Training Completion Rate	70 %	92.93 %
4	Training Completion Placement Rate	70 %	70.72 %
5	Training Related Placements	70 %	91.94 %
6	Employment WIA	1,064	1,011
7	Net Economic Benefit	\$27,308.00	\$26,719.89
8	Employment After Services (EAS)	14,496	8,211
9	EAS within 90 Days	5,331	3,865
10	Cost Per Placement	\$1,922.00	\$3,337.96
11	Increase Self-Sufficiency Placement	1,142	781
12	Job Order Index	9,768	10,164
13	Job Order Index 28% of \$14 and above	2,800	3,674

Regional			
	Measure	Standard	Region
16	Jobs Openings Filled Rate	62 %	59.64 %
17	WP Entered Employment Rate	35 %	46.52 %
18	WIA Adult EER	97 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %
21	CAP Entered Employment Rate	35 %	31.38 %
22	CAP Participation Rate	55 %	62.75 %
23	CAP Two-Family Participation Rate	90 %	72.34 %
24	Short-Term Veterans EER	30 %	51.75 %
25	FSET EER	20 %	11.93 %

ND = No Data

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



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

ND = No Data

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Arbor

Carol City Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	6.66 %	7.37 %
2	Level of Services for Special Groups	6.66 %	7.18 %
3	Training Completion Rate	70 %	94.74 %
4	Training Completion Placement Rate	70 %	22.22 %
5	Training Related Placements	70 %	75.00 %
6	Employment WIA	64	101
7	Net Economic Benefit	\$19,586.00	\$7,741.84
8	Employment After Services (EAS)	856	563
9	EAS within 90 Days	365	146
10	Cost Per Placement	\$2,610.00	\$3,818.22
11	Increase Self-Sufficiency Placement	78	97
12	Job Order Index	584	593
13	Job Order Index 28% of \$14 and above	166	203

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	31.96 %
17	WP Entered Employment Rate	35 %	46.52 %	60.45 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	ND
21	CAP Entered Employment Rate	35 %	31.38 %	25.57 %
22	CAP Participation Rate	55 %	62.75 %	59.52 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	57.98 %
24	Short-Term Veterans EER	30 %	51.75 %	43.93 %
25	FSET EER	20 %	11.93 %	12.67 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Arbor

Hialeah Gardens Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.24 %	7.19 %
2	Level of Services for Special Groups	5.24 %	6.60 %
3	Training Completion Rate	70 %	96.88 %
4	Training Completion Placement Rate	70 %	80.65 %
5	Training Related Placements	70 %	84.00 %
6	Employment WIA	56	93
7	Net Economic Benefit	\$20,352.00	\$20,596.31
8	Employment After Services (EAS)	728	456
9	EAS within 90 Days	296	151
10	Cost Per Placement	\$2,516.00	\$3,705.87
11	Increase Self-Sufficiency Placement	63	39
12	Job Order Index	856	867
13	Job Order Index 28% of \$14 and above	242	291

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	19.49 %
17	WP Entered Employment Rate	35 %	46.52 %	38.48 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	33.92 %
22	CAP Participation Rate	55 %	62.75 %	63.71 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	86.09 %
24	Short-Term Veterans EER	30 %	51.75 %	47.97 %
25	FSET EER	20 %	11.93 %	21.88 %

ND = No Data

Run Date: 3/12/2012 7:25:07 AM

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

City of Hialeah

Hialeah Downtown Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	7.23 %	5.82 %
2	Level of Services for Special Groups	7.23 %	3.55 %
3	Training Completion Rate	70 %	94.74 %
4	Training Completion Placement Rate	70 %	27.78 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	120	39
7	Net Economic Benefit	\$35,134.00	\$12,933.67
8	Employment After Services (EAS)	608	555
9	EAS within 90 Days	360	271
10	Cost Per Placement	\$3,868.00	\$4,201.73
11	Increase Self-Sufficiency Placement	77	38
12	Job Order Index	1,192	1,199
13	Job Order Index 28% of \$14 and above	335	413

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	24.03 %
17	WP Entered Employment Rate	35 %	46.52 %	49.48 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	75.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	46.01 %
22	CAP Participation Rate	55 %	62.75 %	62.37 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	80.75 %
24	Short-Term Veterans EER	30 %	51.75 %	52.17 %
25	FSET EER	20 %	11.93 %	0.00 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Ser Jobs

North Miami Beach Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	7.74 %	12.58 %
2	Level of Services for Special Groups	7.74 %	12.83 %
3	Training Completion Rate	70 %	81.25 %
4	Training Completion Placement Rate	70 %	76.92 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	96	121
7	Net Economic Benefit	\$27,029.00	\$25,200.31
8	Employment After Services (EAS)	1,368	804
9	EAS within 90 Days	522	287
10	Cost Per Placement	\$1,881.00	\$3,106.27
11	Increase Self-Sufficiency Placement	112	84
12	Job Order Index	1,136	1,143
13	Job Order Index 28% of \$14 and above	320	496

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	82.34 %
17	WP Entered Employment Rate	35 %	46.52 %	57.99 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	30.72 %
22	CAP Participation Rate	55 %	62.75 %	65.19 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	56.25 %
24	Short-Term Veterans EER	30 %	51.75 %	65.03 %
25	FSET EER	20 %	11.93 %	16.98 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Transition

Transition Offender Service Center

Per Center			
	Measure	Standard	Center
1	Level of Services	3.13 %	1.68 %
2	Level of Services for Special Groups	3.13 %	1.81 %
3	Training Completion Rate	70 %	ND
4	Training Completion Placement Rate	70 %	ND
5	Training Related Placements	70 %	ND
6	Employment WIA	0	ND
7	Net Economic Benefit	\$29,027.00	ND
8	Employment After Services (EAS)	808	275
9	EAS within 90 Days	178	185
10	Cost Per Placement	\$1,116.00	\$3,672.77
11	Increase Self-Sufficiency Placement	38	7
12	Job Order Index	256	214
13	Job Order Index 28% of \$14 and above	59	52

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	60.14 %
17	WP Entered Employment Rate	35 %	46.52 %	42.73 %
18	WIA Adult EER	97 %	100.00 %	ND
19	WIA Dislocated Worker EER	94 %	100.00 %	ND
20	WIA Emp Worker Outcome	95 %	97.22 %	ND
21	CAP Entered Employment Rate	35 %	31.38 %	18.06 %
22	CAP Participation Rate	55 %	62.75 %	56.95 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	40.00 %
24	Short-Term Veterans EER	30 %	51.75 %	35.14 %
25	FSET EER	20 %	11.93 %	0.00 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Unidad of Miami Beach

Miami Beach Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.64 %	4.31 %
2	Level of Services for Special Groups	5.64 %	5.11 %
3	Training Completion Rate	70 %	88.24 %
4	Training Completion Placement Rate	70 %	56.67 %
5	Training Related Placements	70 %	94.12 %
6	Employment WIA	96	68
7	Net Economic Benefit	\$21,818.00	\$27,411.60
8	Employment After Services (EAS)	720	436
9	EAS within 90 Days	283	201
10	Cost Per Placement	\$2,394.00	\$4,169.67
11	Increase Self-Sufficiency Placement	61	39
12	Job Order Index	616	630
13	Job Order Index 28% of \$14 and above	176	199

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	60.01 %
17	WP Entered Employment Rate	35 %	46.52 %	45.52 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	50.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	39.13 %
22	CAP Participation Rate	55 %	62.75 %	69.64 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	44.44 %
24	Short-Term Veterans EER	30 %	51.75 %	67.16 %
25	FSET EER	20 %	11.93 %	8.02 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Youth Co-Op

Florida Keys Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.53 %	1.17 %
2	Level of Services for Special Groups	5.53 %	2.64 %
3	Training Completion Rate	70 %	70.00 %
4	Training Completion Placement Rate	70 %	71.43 %
5	Training Related Placements	70 %	80.00 %
6	Employment WIA	112	64
7	Net Economic Benefit	\$30,581.00	\$20,488.92
8	Employment After Services (EAS)	600	292
9	EAS within 90 Days	189	214
10	Cost Per Placement	\$3,140.00	\$6,111.83
11	Increase Self-Sufficiency Placement	40	66
12	Job Order Index	376	445
13	Job Order Index 28% of \$14 and above	124	136

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	49.38 %
17	WP Entered Employment Rate	35 %	46.52 %	43.01 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	44.44 %
22	CAP Participation Rate	55 %	62.75 %	21.62 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	ND
24	Short-Term Veterans EER	30 %	51.75 %	54.79 %
25	FSET EER	20 %	11.93 %	26.83 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Youth Co-Op

Homestead Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	4.98 %	6.65 %
2	Level of Services for Special Groups	4.98 %	6.89 %
3	Training Completion Rate	70 %	91.67 %
4	Training Completion Placement Rate	70 %	90.91 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	56	72
7	Net Economic Benefit	\$34,500.00	\$41,015.91
8	Employment After Services (EAS)	2,160	1,554
9	EAS within 90 Days	1,010	1,233
10	Cost Per Placement	\$770.00	\$1,035.08
11	Increase Self-Sufficiency Placement	217	25
12	Job Order Index	392	398
13	Job Order Index 28% of \$14 and above	111	116

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	81.45 %
17	WP Entered Employment Rate	35 %	46.52 %	41.64 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	31.08 %
22	CAP Participation Rate	55 %	62.75 %	80.44 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	88.89 %
24	Short-Term Veterans EER	30 %	51.75 %	61.78 %
25	FSET EER	20 %	11.93 %	23.26 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Youth Co-Op

Little Havana Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	9.27 %	10.94 %
2	Level of Services for Special Groups	9.27 %	10.94 %
3	Training Completion Rate	70 %	100.00 %
4	Training Completion Placement Rate	70 %	80.65 %
5	Training Related Placements	70 %	96.00 %
6	Employment WIA	152	71
7	Net Economic Benefit	\$30,559.00	\$30,770.38
8	Employment After Services (EAS)	1,240	596
9	EAS within 90 Days	387	194
10	Cost Per Placement	\$2,411.00	\$5,014.91
11	Increase Self-Sufficiency Placement	83	78
12	Job Order Index	1,208	1,294
13	Job Order Index 28% of \$14 and above	362	527

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	55.83 %
17	WP Entered Employment Rate	35 %	46.52 %	41.85 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	38.81 %
22	CAP Participation Rate	55 %	62.75 %	57.86 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	74.75 %
24	Short-Term Veterans EER	30 %	51.75 %	36.72 %
25	FSET EER	20 %	11.93 %	14.29 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Youth Co-Op

Northside Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	11.36 %	15.07 %
2	Level of Services for Special Groups	11.36 %	14.29 %
3	Training Completion Rate	70 %	89.19 %
4	Training Completion Placement Rate	70 %	63.64 %
5	Training Related Placements	70 %	85.71 %
6	Employment WIA	128	148
7	Net Economic Benefit	\$25,477.00	\$20,645.39
8	Employment After Services (EAS)	1,640	684
9	EAS within 90 Days	444	137
10	Cost Per Placement	\$2,330.00	\$5,353.39
11	Increase Self-Sufficiency Placement	95	73
12	Job Order Index	1,152	1,162
13	Job Order Index 28% of \$14 and above	325	397

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	52.84 %
17	WP Entered Employment Rate	35 %	46.52 %	45.56 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	22.85 %
22	CAP Participation Rate	55 %	62.75 %	58.80 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	65.32 %
24	Short-Term Veterans EER	30 %	51.75 %	41.90 %
25	FSET EER	20 %	11.93 %	4.02 %

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Report Date: 7/1/2011 To 2/29/2012

Youth Co-Op

Perrine Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	7.85 %	12.32 %
2	Level of Services for Special Groups	7.85 %	12.23 %
3	Training Completion Rate	70 %	100.00 %
4	Training Completion Placement Rate	70 %	92.68 %
5	Training Related Placements	70 %	92.11 %
6	Employment WIA	64	86
7	Net Economic Benefit	\$19,586.00	\$32,117.03
8	Employment After Services (EAS)	1,864	968
9	EAS within 90 Days	629	487
10	Cost Per Placement	\$1,381.00	\$2,613.72
11	Increase Self-Sufficiency Placement	135	87
12	Job Order Index	744	775
13	Job Order Index 28% of \$14 and above	217	363

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	81.39 %
17	WP Entered Employment Rate	35 %	46.52 %	55.48 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	27.75 %
22	CAP Participation Rate	55 %	62.75 %	73.61 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	69.54 %
24	Short-Term Veterans EER	30 %	51.75 %	85.28 %
25	FSET EER	20 %	11.93 %	9.18 %

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SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 2/29/2012

Youth Co-Op

West Dade Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	10.34 %	14.88 %
2	Level of Services for Special Groups	10.34 %	15.91 %
3	Training Completion Rate	70 %	93.75 %
4	Training Completion Placement Rate	70 %	86.67 %
5	Training Related Placements	70 %	96.15 %
6	Employment WIA	120	148
7	Net Economic Benefit	\$26,428.00	\$26,836.10
8	Employment After Services (EAS)	1,904	1,028
9	EAS within 90 Days	668	359
10	Cost Per Placement	\$1,721.00	\$3,246.35
11	Increase Self-Sufficiency Placement	143	148
12	Job Order Index	1,256	1,299
13	Job Order Index 28% of \$14 and above	363	439

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	59.64 %	80.90 %
17	WP Entered Employment Rate	35 %	46.52 %	54.12 %
18	WIA Adult EER	97 %	100.00 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	97.22 %	100.00 %
21	CAP Entered Employment Rate	35 %	31.38 %	47.99 %
22	CAP Participation Rate	55 %	62.75 %	72.51 %
23	CAP Two-Family Participation Rate	90 %	72.34 %	83.03 %
24	Short-Term Veterans EER	30 %	51.75 %	41.73 %
25	FSET EER	20 %	11.93 %	23.71 %

ND = No Data

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5.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Refugee Employment and Training Contractors
Performance Overview**

Information Item

BACKGROUND

For Program Year (PY) 2011-2012, the Refugee Employment and Training (RET) Program Contractors, from October 1, 2011, through February 29, 2012, have assisted in placing into employment a total of 2,382 refugee job seekers.

For the RET Program, the performance statistics reveal the following:

- 3,851 refugee job seekers have been enrolled in the RET Program;
- 1,631 refugees placed in employment are still working after 90 days of hire;
- 1,301 refugees placed in employment are still working after 180 days of hire; and
- 1,040 refugees placed in employment are also receiving Health Benefits through the employer.

Overall, the statistics above show that the Region is steadily improving performance. The Region's Refugee Employment and Training Program Contractors and SFWIB staff are working diligently through the efforts of the Performance Improvement Team (PIT) to continue improving performance and thereby improve the quality of services offered to refugee job seekers.



6.

SFWIB - Workforce Systems Improvement (WSI) Committee

April 19, 2012

**Refugee Employment and Training Program
Balanced Scorecard Update**

Information Item

BACKGROUND

The Refugee Employment and Training (RET) Balanced Scorecard measures the performance of RET Service Contractors and is attached for the period of October 1, 2011, through February 29, 2012.

The RET Services Contractors Performance Summary for the same period (October 1, 2011, through February 29, 2012) is set forth below. The summary shows that nine of the 10 RET Services Contractors are meeting or exceeding 50 percent of the PY '11-'12 performance measures.

RET SERVICES CONTRACTORS PERFORMANCE SUMMARY Balanced Scorecard PY '10-'11 (October 1, 2011 through February 29, 2012)			
RET Services Contractors	# of Performance Measures Standards Met	# of * Performance Measures	% of Performance Measures Standards Met
Adults Mankind Organization, Inc.	5	5	100%
Arbor E & T, LLC	5	5	100%
Cuban American National Council, Inc.	2	5	40%
Community Coalition, Inc.	3	5	60%
City of Hialeah	3	5	60%
Azure College, Inc.	5	5	100%
Lutheran Services of Florida, Inc. * *	6	6	100%
Miami Beach Latin Chamber of Commerce, Inc.	5	5	100%
UNIDAD of Miami Beach, Inc.	5	5	100%
Youth Co-Op, Inc. * *	6	6	100%

* Error Rate and Entered Employment Rate is not included

** Includes an additional Performance Measure for Career Laddering Placements

Attachment

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Regional

Regional				
	Measure	Standard	Region	
1	Entered Employment Rate	40 %	41.05 %	↑
2	Entered Employment Rate LTY	50 %	34.00 %	↑
3	Employed on the 90th Day	67 %	73.70 %	↓
4	Employed on the 180th Day	50 %	70.32 %	↓
5	Health Benefits	40 %	41.95 %	↓
6	Placements	503	551	
7	Intakes	775	756	
8	Career Laddering Placements	50 %	75.00 %	↑

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

AMO

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	35.41 %	↑
2	Entered Employment Rate LTY	50 %	NA	32.17 %	↑
3	Employed on the 90th Day	67 %	NA	86.36 %	↓
4	Employed on the 180th Day	55 %	NA	92.51 %	↓
5	Health Benefits	40 %	41.95 %	48.72 %	↑
6	Placements	58	NA	93	
7	Intakes	125	NA	125	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Arbor E&T, LLC

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	37.37 %	↑
2	Entered Employment Rate LTY	50 %	NA	27.41 %	↑
3	Employed on the 90th Day	67 %	NA	77.86 %	↑
4	Employed on the 180th Day	55 %	NA	76.70 %	↑
5	Health Benefits	40 %	41.95 %	42.86 %	↑
6	Placements	14	NA	33	
7	Intakes	41	NA	42	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Azure College

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	38.81 %	↑
2	Entered Employment Rate LTY	50 %	NA	36.22 %	↑
3	Employed on the 90th Day	67 %	NA	68.48 %	↓
4	Employed on the 180th Day	55 %	NA	62.20 %	↓
5	Health Benefits	40 %	41.95 %	42.32 %	↑
6	Placements	55	NA	100	
7	Intakes	115	NA	115	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

CANC

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	40.91 %	↑
2	Entered Employment Rate LTY	50 %	NA	32.26 %	↑
3	Employed on the 90th Day	67 %	NA	68.57 %	↓
4	Employed on the 180th Day	55 %	NA	79.80 %	↑
5	Health Benefits	40 %	41.95 %	19.18 %	↓
6	Placements	27	NA	26	
7	Intakes	74	NA	34	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Community Coalition

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	41.67 %	↑
2	Entered Employment Rate LTY	50 %	NA	40.00 %	↑
3	Employed on the 90th Day	67 %	NA	61.25 %	↑
4	Employed on the 180th Day	55 %	NA	55.93 %	↑
5	Health Benefits	40 %	41.95 %	31.37 %	↓
6	Placements	12	NA	21	
7	Intakes	35	NA	36	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Florida Educational Institute

Per Provider				
	Measure	Standard	Region	Center
1	Entered Employment Rate	40 %	41.05 %	ND
2	Entered Employment Rate LTY	50 %	NA	ND
3	Employed on the 90th Day	67 %	NA	ND
4	Employed on the 180th Day	55 %	NA	ND
5	Health Benefits	40 %	41.95 %	ND
6	Placements		NA	ND
7	Intakes		NA	ND
8	Career Laddering Placements	50 %	NA	ND

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Hialeah, City of

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	25.00 %	↑
2	Entered Employment Rate LTY	50 %	NA	23.77 %	↑
3	Employed on the 90th Day	67 %	NA	70.97 %	↓
4	Employed on the 180th Day	55 %	NA	76.92 %	↓
5	Health Benefits	40 %	41.95 %	14.29 %	↓
6	Placements	6	NA	6	
7	Intakes	18	NA	17	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Lutheran Services

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	43.49 %	↑
2	Entered Employment Rate LTY	50 %	NA	25.52 %	↓
3	Employed on the 90th Day	67 %	NA	71.75 %	↓
4	Employed on the 180th Day	55 %	NA	61.94 %	↓
5	Health Benefits	40 %	41.95 %	46.21 %	↓
6	Placements	55	NA	84	
7	Intakes	132	NA	145	
8	Career Laddering Placements	50 %	NA	50.00 %	↑

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Miami Beach Latin Chamber

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	55.91 %	↑
2	Entered Employment Rate LTY	50 %	NA	62.50 %	↓
3	Employed on the 90th Day	67 %	NA	91.80 %	↑
4	Employed on the 180th Day	55 %	NA	75.56 %	↑
5	Health Benefits	40 %	41.95 %	63.24 %	↑
6	Placements	7	NA	14	
7	Intakes	23	NA	23	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Unidad of Miami Beach Devlpmt

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	27.15 %	↑
2	Entered Employment Rate LTY	50 %	NA	29.07 %	↑
3	Employed on the 90th Day	67 %	NA	76.47 %	↓
4	Employed on the 180th Day	55 %	NA	74.07 %	↓
5	Health Benefits	40 %	41.95 %	41.46 %	↑
6	Placements	6	NA	12	
7	Intakes	12	NA	12	
8	Career Laddering Placements	50 %	NA	ND	

ND = No data

NA = Region performance not applicable for this measure

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SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2011 To 2/29/2012

Youth Co-Op

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	41.05 %	48.65 %	↑
2	Entered Employment Rate LTY	50 %	NA	50.86 %	↑
3	Employed on the 90th Day	67 %	NA	69.32 %	↑
4	Employed on the 180th Day	55 %	NA	61.51 %	↓
5	Health Benefits	40 %	41.95 %	40.61 %	↑
6	Placements	84	NA	162	
7	Intakes	200	NA	207	
8	Career Laddering Placements	50 %	NA	100.00 %	

ND = No data

NA = Region performance not applicable for this measure

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7.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Approval of a Related-Party On-the-Job
Training Agreement**

RECOMMENDATION

SFWIB staff recommends that the Workforce Systems Improvement (WSI) Committee recommend to the Board the approval of a related-party On-the-Job (OJT) Training Agreement as set forth below.

BACKGROUND

The Workforce Florida, Inc. (WFI) Contracting Policy subjects contracts between a regional workforce board and one of its own board members or with an organization represented by its own board member or with any entity where a board member has any relationship with the contracting vendor to review by the Department of Economic Opportunity prior to the execution of the contract.

The Workforce Investment Act (WIA) includes OJT as an approved training service. SFWIB provides OJT services via an agreement with a business (public, private non-profit or private for-profit), Service Provider, and an eligible participant. Through OJT, businesses receive workforce funding to assist in offsetting the extraordinary costs of hiring and training a new employee.

The related-party OJT Agreement at issue is between the Miami-Dade Chamber of Commerce, Inc. (business), Youth Co-Op, Inc. (Service Provider) and a WIA customer (participant). The Miami-Dade Chamber of Commerce is represented on the SFWIB, rendering the agreement subject to the Contracting Policy's reporting requirements.



8.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Approval of a SFWIB-Monster.com
Government Solutions Contract**

RECOMMENDATION

SFWIB staff recommends that the Workforce Systems Improvement (WSI) Committee recommend to the Board the approval of a SFWIB-Monster.com Government Solutions sole source contract under which SFWIB will pay up to \$30,000 for five Monster Power Seeker workshops.

BACKGROUND

SFWIB has partnered with Monster Worldwide, Inc. (Monster.com), the globally popular online career resource, to deliver five Monster Power Seeker Workshops for the veteran job seeker population throughout Miami-Dade and Monroe counties. Each workshop will cost \$6,000. The workshops are high-intensity seminars designed to empower and educate veteran job seekers on how to effectively manage their careers in today's uniquely competitive job market.

More specifically, the workshops involve veterans receiving assistance from career experts in the following areas: learning to navigate Monster.com and other internet job search portals as well as developing resume writing skills and marketing and networking job seeker techniques.

SFWIB staff is targeting the following locations to host the workshops: SOUTHCOM Headquarters, Department of Veterans Affairs Medical Center, Navy Operational Support & Marine Corps Reserve Center and the Naval Air Station Key West.

SFWIB staff recommends that the WSI Committee recommend to the Board the approval to execute a sole source contract with Monster.com to provide five workshops during the months of May and June 2012 at a total cost of up to \$30,000. In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, staff recommends that SFWIB waive the competitive procurement process as doing so is in the best interests of SFWIB. A two thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Monster.com an allocation of \$30,000.



9.

SFWIB - Workforce Systems Improvement (WSI) Committee

April 19, 2012

Approval to Authorize Staff to Draft and Release a Request for Proposals (RFP) for Refugee Employment and Training (RET) Services

RECOMMENDATION

SFWIB staff recommends that the Workforce Systems Improvement (WSI) Committee recommend to the Board the approval to authorize staff to draft and release a Request for Proposals (RFP) for Refugee Employment and Training (RET) Services as set forth below.

BACKGROUND

The current RET program providers were competitively procured in September 2009, with contract terms that allowed for renewal for up to two additional one-year periods. Those contracts will expire on September 30, 2012, the end of the RET program year. Accordingly, staff recommends drafting and releasing a RFP soliciting agencies capable of delivering RET services for Program Year 2012-13. Note that contracts will be executed with successful respondents contingent upon funding from the Florida Department of Children and Families.

The goal of the RET program is to assist refugees/entrants achieve economic self-sufficiency and effective resettlement within the shortest time possible following their arrival in the U.S.

The 10 current RET contractors deliver the following services: intake and assessment, eligibility determination, case-management, pre-employment counseling and orientation, acculturation, employability plan development, job development services, direct placement, 90 and 180 day follow up, referrals to training and ESOL, on-the-job training, and referrals to other community services, as needed, such as legal services and child care.



10.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Approval to Reallocate Funds De-obligated by
the City of Miami**

RECOMMENDATION

SFWIB staff recommends that the WSI Committee recommend to the Board the approval to authorize staff to reallocate funds de-obligated by the City of Miami as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget. The budget included an allocation of \$1,530,699 in program funds for the operation of the City of Miami Career Center and an allocation of \$790,042 in training funds. Due to unforeseen delays in the Career Center's commencement of operations, on February 16, 2012, the City of Miami de-obligated \$893,519 in program funding and \$460,858 in training funds. The SFWIB re-allocated these funds at its February 16, 2012, Board meeting.

Due to further delays in the start-up of the center, the City indicated that it will neither need an additional \$372,051 in program funding nor \$329,184 in training funds.

Staff recommends that the de-obligated funds be re-allocated as seen in the attached tables.

	Training Funds					
	WIA Adult	WIA NER	WIA DW	WIA RR	TANF	Grand Total
Perrine (Youth Coop, Inc.)	\$ 8,982	\$ 229	\$ 10,493	\$ 1,745	\$ 7,289	\$ 28,738
Little Havana (Youth Coop, Inc.)	\$ 12,260	\$ 313	\$ 17,522	\$ 2,914	\$ 6,921	\$ 39,930
West Dade (Youth Coop, Inc.)	\$ 7,666	\$ 196	\$ 24,047	\$ 4,541	\$ 5,792	\$ 42,242
North Miami Beach (Ser Jobs, Inc.)	\$ 15,876	\$ 406	\$ 5,621	\$ 935	\$ 7,207	\$ 30,045
Carol City (Arbor E&T, LLC.)	\$ 8,689	\$ 222	\$ 7,978	\$ 1,327	\$ 5,514	\$ 23,730
Hialeah Garden (Arbor E&T, LLC.)	\$ 6,262	\$ 160	\$ 8,367	\$ 1,391	\$ 4,854	\$ 21,034
Homestead (Youth Coop, Inc.)	\$ 4,552	\$ 116	\$ 7,394	\$ 687	\$ 4,076	\$ 16,825
Miami Beach (Unidad of MB, Inc.)	\$ 7,100	\$ 181	\$ 15,421	\$ 2,564	\$ 3,397	\$ 28,663
City of Hialeah	\$ 8,754	\$ 224	\$ 21,088	\$ 3,506	\$ 3,810	\$ 37,382
Northside (Youth Coop, Inc.)	\$ 20,330	\$ 519	\$ 8,236	\$ 1,369	\$ 11,583	\$ 42,037
Gulf Coast	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City of Miami	\$ (105,776)	\$ (2,702)	\$ (132,895)	\$ (26,736)	\$ (61,075)	\$ (329,184)
Transitions, Inc.	\$ 5,304	\$ 135	\$ 6,728	\$ 5,757	\$ 631	\$ 18,555
Total Miami-Dade County	\$ (0)	\$ (0)	\$ (0)	\$ 0	\$ 0	\$ (0)
Monroe County	\$ -			\$ -	\$ -	\$ -
Total Region	(0)	(0)	(0)	0	0	(0)

	Program Funds								
	WIA Adult	WIA NER	WIA DW	WIA RR	TANF	FSET (Oct to Jun)	UC	REA	Total
Carol City (Arbor E&T, LLC.)	\$ 3,940	\$ 92	\$ 3,618	\$ 602	\$ 18,287	\$ 2,949	\$ 851	\$ 1,889	\$ 32,227
Transition, Inc.	\$ 2,405	\$ 56	\$ 3,051	\$ 2,610	\$ -	\$ -	\$ 851	\$ 1,889	\$ 10,862
Hialeah, City of	\$ 3,969	\$ 93	\$ 9,562	\$ 1,590	\$ 12,638	\$ 980	\$ 851	\$ 1,889	\$ 31,571
Hialeah Garden (Arbor E&T, LLC.)	\$ 2,839	\$ 66	\$ 3,794	\$ 631	\$ 16,100	\$ 1,388	\$ 851	\$ 1,889	\$ 27,557
Homestead (Youth Coop, Inc.)	\$ 2,064	\$ 48	\$ 3,353	\$ 311	\$ 13,518	\$ 1,353	\$ 851	\$ 1,889	\$ 23,387
Little Havana (Youth Coop, Inc.)	\$ 5,559	\$ 130	\$ 7,945	\$ 1,321	\$ 22,954	\$ 1,942	\$ 851	\$ 1,889	\$ 42,590
Miami Beach (UNIDAD of MB, Inc.)	\$ 3,219	\$ 75	\$ 6,993	\$ 1,163	\$ 11,267	\$ 682	\$ 851	\$ 1,889	\$ 26,138
North Miami Beach (Ser Jobs Inc.)	\$ 7,199	\$ 168	\$ 2,549	\$ 424	\$ 23,903	\$ 1,167	\$ 851	\$ 1,889	\$ 38,148
Northside (Youth Coop, Inc.)	\$ 9,218	\$ 215	\$ 3,734	\$ 621	\$ 38,418	\$ 6,138	\$ 851	\$ 1,889	\$ 61,084
Perrine (Youth Coop, Inc.)	\$ 4,073	\$ 95	\$ 4,758	\$ 791	\$ 24,173	\$ 2,036	\$ 851	\$ 1,889	\$ 38,665
City of Miami	\$ (47,963)	\$ (1,118)	\$ (60,260)	\$ (12,123)	\$ (200,467)	\$ (19,990)	\$ (9,357)	\$ (20,774)	\$ (372,051)
West Dade (Youth Coop, Inc.)	\$ 3,476	\$ 81	\$ 10,904	\$ 2,059	\$ 19,211	\$ 1,353	\$ 851	\$ 1,889	\$ 39,823
Miami Dade Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0)	\$ -	\$ 0	\$ -
Monroe County Funding									\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0)	\$ -	\$ 0	\$ 0



11.

SFWIB - Workforce Systems Improvement (WSI) Committee

April 19, 2012

Approval to Reallocate Refugee Program Transportation Funds

RECOMMENDATION

SFWIB staff recommends that the WSI Committee recommend to the Board the approval to authorize staff to reallocate funds de-obligated by the City of Hialeah, Adult Mankind Organization, Inc. and Community Coalition, Inc. as set forth below.

BACKGROUND

As part of the annual refugee program grant, the Florida Department of Children and Families (DCF) awarded SFWIB \$136,200 for transportation costs for refugee program participants. On October 20, 2011, the SFWIB approved the allocation of these funds to the refugee program providers.

On December 27, 2011, Community Coalition, Inc. requested to de-obligate \$1,200 in transportation funding; on January 6, 2012, the City of Hialeah requested to de-obligate \$3,003 in transportation funding; and on March 30, 2012, Adult Mankind Organization, Inc. requested to de-obligate \$11,600 in transportation funds.

Staff contacted all the remaining providers and two of them, Miami Beach Latin Chamber of Commerce and Cuban American National Council, Inc. requested additional transportation funding. Based upon the requests, staff recommends the following re-allocation of the transportation funds:

SERVICE PROVIDER	Transportation Funds		
	Initial Allocation	Changes	Revised Allocation
Adult Mankind Organization, Inc.	\$ 24,042	\$ (11,600)	\$ 12,442
Arbor E&T, LLC	\$ 6,182	\$ 524	\$ 6,706
Cuban American National Council, Inc.	\$ 11,354	\$ 5,250	\$ 16,604
Community Coalition, Inc	\$ 5,312	\$ (1,200)	\$ 4,112
City of Hialeah	\$ 3,003	\$ (3,003)	\$ 0
Azure College, Inc.	\$ 22,684	\$ 1,921	\$ 24,605
Lutheran Services Ministries, Inc.	\$ 22,714	\$ 1,924	\$ 24,637
Miami Beach Latin Chamber of Commerce, Inc.	\$ 3,310	\$ 3,000	\$ 6,310
UNIDAD of Miami Beach, Inc.	\$ 3,022	\$ 256	\$ 3,278
Youth Co-op, Inc.	\$ 34,576	\$ 2,928	\$ 37,504
TOTALSERVICE PROVIDERS	\$ 136,200	\$ -	\$ 136,200



12.

SFWIB - Workforce Systems Improvement (WSI) Committee

April 19, 2012

Approval to Reallocate Refugee Program Employment Services Funds

RECOMMENDATION

SFWIB staff recommends that the WSI Committee recommend to the Board the approval to authorize staff to reallocate refugee program funds that were de-obligated by Cuban American National Council, Inc. as set forth below.

BACKGROUND

On October 20, 2011, SFWIB allocated to the Cuban American National Council, Inc. (CANC) \$720,270 in refugee program funds. On January 11, 2012, CANC requested to de-obligate of \$202,984 in employment services funding.

After reviewing the performance of CANC during the first quarter of the refugee program year, staff agreed with the proposed de-obligation of funds and recommends the following re-allocation to the other refugee providers:

SERVICE PROVIDER	Employment Services Funds		
	Initial Allocation	Changes	Revised Allocation
Adult Mankind Organization, Inc.	\$ 1,432,671	\$ 20,292	\$ 1,452,963
Arbor E&T, LLC	\$ 368,412	\$ 47,644	\$ 416,056
Cuban American National Council, Inc.	\$ 473,628	\$ (202,984)	\$ 270,644
Community Coalition, Inc	\$ 316,562	\$ 22,554	\$ 339,117
City of Hialeah	\$ 178,965	\$ 2,453	\$ 181,418
Azure College, Inc.	\$ 1,351,718	\$ 19,454	\$ 1,371,172
Lutheran Services Ministries, Inc.	\$ 1,353,502	\$ 19,355	\$ 1,372,857
Miami Beach Latin Chamber of Commerce, Inc.	\$ 197,252	\$ 31,351	\$ 228,604
UNIDAD of Miami Beach, Inc.	\$ 180,080	\$ 6,348	\$ 186,428
Youth Co-op, Inc.	\$ 2,060,387	\$ 33,532	\$ 2,093,920
TOTAL SERVICE PROVIDERS	\$ 7,913,179	\$ 0	\$ 7,913,179



13.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Approval to Accept Additional Reemployment
& Eligibility Assessment Program Funds**

RECOMMENDATION

SFWIB staff recommends that the WSI Committee recommend to the Board the approval to authorize staff to accept additional Reemployment and Eligibility Assessment (REA) Program funds.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget which includes \$1,344,273 in funding for the REA Program. On December 8, 2011, the Department of Economic Opportunity (DEO) de-obligated \$103,636 in REA funding, and on April 3, 2012, DEO released a Notification of Funds Availability (NFA) to Regional Workforce Board 23 for an additional \$5,770 in PY 2011-12 REA funds.

REA participants are unemployed jobseekers that receive some form of unemployment benefit. The REA program offers participants the following: an orientation on career center services; one-on-one interview assessments; provision of labor market information; and the development of an employability plan.



14.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

Approval to Replace 260 PCs

RECOMMENDATION

SFWIB staff recommends that the WSI Committee recommend to the Board the approval to authorize staff to replace 260 outdated personal computers in the region's career centers and administrative offices as set forth in the attached table.

BACKGROUND

At the June 18, 2009, Board meeting, the Board requested that staff conduct a technology upgrade assessment of the electronic equipment at the career centers and SFWIB Administrative Office. Accordingly, staff conducted the requested analysis, finding that the region's career centers and administrative office have a total of 1,038 PCs that should be replaced on a four year cycle.

Based on the cycle, 260 PCs and related software are scheduled to be replaced; the attached chart shows \$249,600 as the total cost of the replacement. That sum will be taken from WIA incentive funds.

Attachment

South Florida Workforce Computer Replacement Plan for 2012-13

Location	Total Computers	% Total	# of Computers Needed	Cost per Computer	Microsoft Office Software	Total Computers	Total Software	Total Computer & Software
Carol City Career Center	63	6%	16	\$ 700.00	\$ 260.00	\$ 10,920.00	\$ 4,056.00	\$ 14,976.00
Hialeah Downtown Career Center	55	5%	13	\$ 700.00	\$ 260.00	\$ 9,100.00	\$ 3,380.00	\$ 12,480.00
Hialeah Gardens Career Center	59	6%	16	\$ 700.00	\$ 260.00	\$ 10,920.00	\$ 4,056.00	\$ 14,976.00
Homestead Career Center	102	10%	26	\$ 700.00	\$ 260.00	\$ 18,200.00	\$ 6,760.00	\$ 24,960.00
Key Largo Career Center	20	2%	5	\$ 700.00	\$ 260.00	\$ 3,640.00	\$ 1,352.00	\$ 4,992.00
Key West Career Center	26	3%	8	\$ 700.00	\$ 260.00	\$ 5,460.00	\$ 2,028.00	\$ 7,488.00
Little Havana Career Center	124	12%	31	\$ 700.00	\$ 260.00	\$ 21,840.00	\$ 8,112.00	\$ 29,952.00
Miami Beach Career Center	36	3%	8	\$ 700.00	\$ 260.00	\$ 5,460.00	\$ 2,028.00	\$ 7,488.00
N. Miami Beach Career Center	81	8%	21	\$ 700.00	\$ 260.00	\$ 14,560.00	\$ 5,408.00	\$ 19,968.00
Northside Career Center	126	12%	31	\$ 700.00	\$ 260.00	\$ 21,840.00	\$ 8,112.00	\$ 29,952.00
Perrine Career Center	109	10%	26	\$ 700.00	\$ 260.00	\$ 18,200.00	\$ 6,760.00	\$ 24,960.00
SFW Main office	103	10%	26	\$ 700.00	\$ 260.00	\$ 18,200.00	\$ 6,760.00	\$ 24,960.00
Transition - ex offender hub	30	3%	8	\$ 700.00	\$ 260.00	\$ 5,460.00	\$ 2,028.00	\$ 7,488.00
West Dade Career Center	104	10%	26	\$ 700.00	\$ 260.00	\$ 18,200.00	\$ 6,760.00	\$ 24,960.00
Total	1038	100%	260	\$700.00	\$260.00	\$ 182,000.00	\$ 67,600.00	\$ 249,600.00



15.

**SFWIB - Workforce Systems Improvement
(WSI) Committee**

April 19, 2012

**Approval of Revisions to the Paid Work
Experience Policy**

RECOMMENDATION

SFWIB staff recommends that the WSI Committee recommend to the Board the approval of revisions to the Paid Work Experience Policy as explained below.

BACKGROUND

At the August 23, 2011 Board meeting, the Paid Work Experience Policy (PWE) was approved as part of the agency's Campaign for Opportunity. The intent of the PWE is to provide adult, dislocated workers and youth with opportunities for career exploration, industry-specific skill development as well as work readiness skills development. A PWE agreement is entered into by the Service Provider, participant and a business; under the agreement, the participant is employed by the business for a limited period of time and the participant's salary is subsidized by the Service Provider.

The revisions to the PWE Policy enable SFWIB Contractors / Service Providers to be the employer of record and provide paid work experience as a viable intensive service for job seekers while removing the cost and liability from the worksite employer.

Attached is the PWE with tracked revisions.

Attachment



SWWIB PAID WORK EXPERIENCE POLICY

I. OF INTEREST TO

The Paid Work Experience Policy should be of interest to members of the South Florida Workforce Investment Board (SWWIB), SWWIB staff, [SWWIB Contractors \(i.e. Contractors \(Service Providers\)\)](#), Training Vendors, Businesses, Job Seekers, and Employees in Region 23 (Miami-Dade and Monroe counties).

II. SUBJECT

Paid Work Experience (PWE)

III. PURPOSE

The purpose of the PWE Policy is to provide all SWWIB stakeholders with parameters regarding the use of WIA funds for PWE agreements. To encourage an increase in the utilization of the Paid Work Experience (PWE) Program within the region. The PWE is an excellent tool to assist in enhancing work experience and placement goals for WIA [participantscustomers](#).

IV. STATUTORY AUTHORITIES

Public Law 105-220, Workforce Investment Act of 1998 (WIA)

[WIA regulations at 20 CFR 663.200 \(a\) and \(b\) for all participants served](#)

Florida Statutes, Title XXXI, Chapter 445, Workforce Innovation Act of 2000

V. BACKGROUND

The WIA includes PWE as one of its approved intensive services. SWWIB provides PWE services via an agreement [between the grantees such as the service provider, other grant contractors/partners, or business serve as the employer of record with a work experience workplace with a business](#) (public, private non-profit or private for-profit), [Service Provider, and an eligible participant](#).

The intent of PWE is to provide adult, dislocated workers and youth with opportunities for career exploration and skill development and to enhance their work readiness skills in preparation for employment.

VI. DEFINITIONS

A. *Paid Workforce Experience (PWE)*

Section 663.200(b) of the WIA Final Regulations defines Work Experience as:

Work experience is a planned, structured learning experience that takes place in a workplace for a limited period of time. Work experience may be paid or unpaid, as

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appropriate. A work experience workplace may be in the private for profit sector, the nonprofit sector, or the public sector. Labor standards apply in any work experience where an employee/employer relationship, as defined by the Fair Labor Standards Act, exists.

A PWE agreement may be executed between the grantees such as the service provider, other grant contractors/partners, or business serve as the employer of record with a work experience workplace (public, private non-profit or private for-profit).

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B. Conflict of Interest

1. SFWIB will not favor a referral from and/or to a member of the SFWIB over another businessworksite/business in the community. PWE placements shall be made based upon what will be most beneficial to the participant.
2. The SFWIB shall be notified whenever the PWE Agreement is connected to a SFWIB member, Service ProviderPWE Grantee or employee.
3. Service ProviderPWE Grantees are prohibited from recommending an agreement or making PWE referrals to businessworksites/businesses who are members of their immediate family or members of families of other Service ProviderPWE Grantee staff or SFWIB staff.
4. The contracted PWE businessgrantee / worksite or business shall not hire a participant who is a relative (member of the family) of the business. Relative is defined as: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister. (Section 112.3135, Florida Statutes)

C. Reverse Referrals

A reverse referral is when the businessworksite/business has identified someone they would like to hire but the individual has demonstrated skills deficiency related to the position's requirements. A businessworksite/business may refer a job applicant to the Service ProviderPWE Grantee for potential PWE enrollment. In the case of reverse referrals, the candidate must schedule an eligibility determination and assessment appointment with a Service ProviderPWE Grantee and must be eligible for WIA as a dislocated worker or adult. The Service ProviderPWE Grantee must utilize normal eligibility assessment and enrollment procedures. The results of the assessment must indicate that the individual is need of the type of services offered by the PWE program.

Participant's eligibility must be determined prior to placement in the program and prior to the execution of a PWE agreement.

VII. ELIGIBILITY (applicable if the Business is to serve as the employer of record)

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A. Business



Prior to entering into an agreement for PWE services with a business, the Service Provider PWE Grantee shall ensure that the business is eligible.

Businesses that meet the following criteria are considered eligible and may, subject to available funding, enter into a PWE agreement:

1. Located in the State of Florida;
2. Hold valid business occupational license;
3. Maintains Workers Compensation Insurance (if applicable);
4. Active business as verified by Florida Department of State Division of Corporations (www.sunbiz.org);
5. Business has operated at current location for at least 120 days.

B. Participant (Unemployed)

Participants that meet the following criteria maybe, subject to available funding, receive PWE through an executed PWE agreement:

1. Eligible under one of the SFWIB programs funded under the Workforce Investment Act (WIA) ~~programs: WIA-Youth, WIA-Adult, WIA-Dislocated Worker, TANF, Refugee,~~ etc.
2. Under the WIA, has received at least one intensive service, such as development of an Individual Employment Plan (IEP) with a career advisor or individual counseling and career planning.
3. Terminated/laid off or notified of lay off;
4. Eligible for or exhausted Unemployment Compensation benefits
5. Laid off due to a plant closure or substantial layoffs at a plant or facility
6. Males between the ages of 18-26 must have registered for selective service (www.sss.gov)
7. Possess a high school diploma or General Education Diploma (GED)
8. Reside in Miami-Dade and Monroe Counties
9. Be 18 or older and eligible to work in the United States.
10. Be determined eligible under the Workforce Investment Act Dislocated Worker program
11. Willing to participate in a quick online assessment for suitability
12. An assessment indicates that the individual has either limited work experience or has been out of the labor market for 12 months or longer and in need of exposure or re-exposure to the labor market.

VIII. PWE AGREEMENT

A. Conditions

1. Eligible individuals ~~shall may~~ not commence participation ~~in and a PWE businesses may not begin providing work experience~~ prior to the execution of the PWE agreement. The agreement is executed when signed by all required parties, i.e., service provider, other

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grant contractors/partners, or business that serves as the employer of record with a work experience workplace (public, private non-profit or private for-profit). Service Provider, business, and participant.

2. The following sections must be pre-negotiated and included in the PWE agreement:

a. Timeframe for work experience~~achievement of competencies~~; and

3. (If the Business is the employer of record) - The appropriate signatory for the business shall be either the owner where the business is incorporated; a partner where the business is a partnership; or an officer if the business is a corporation. Corporations sometimes designate signatories other than their officers. In such instances, written authority transferring signatory responsibilities must be obtained by the individual responsible for developing the agreement.

4. PWE grantees~~Service Providers~~ are responsible for reviewing the agreement with both the worksite business and the participant prior to execution to assure that the worksite business and participant wholly understands and is ~~are~~ familiar with the requirements of the agreement.

~~5. The participant's attainment of competencies must be routinely documented by the business and Service Provider and placed in the participant's file.~~

~~6-5.~~ PWE may be sequenced with, or accompanied by, other services, such as remedial education, basic skills training or occupational skills training.

~~7-6.~~ PWE grantees ~~Businesses~~ shall establish and maintain records with respect to all matters covered by the PWE agreement. PWE grantees ~~Businesses~~ shall retain such records for at least five (5) years from the date of final payment, or until all related federal and state audits or litigation is completed, whichever is later. PWE grantees ~~Businesses~~ shall allow public inspection of all documents, papers, letters or other materials made or received by the PWE grantees ~~business~~ in conjunction with the PWE agreement, unless the records are exempt under federal or state law.

~~8-7.~~ The PWE worksite/business shall comply with the nondiscrimination and equal opportunity provisions of federal or state law.

B. Worksite/Business Responsibilities/Requirements

a. The PWE grantees shall inform the Worksite/Business of the following responsibilities, provisions, regulations and requirements, but are not limited to:

i. Provide meaningful work experience to the participant.

ii. Provide a worksite orientation for all participants on the first day of work.

iii. Ensure a safe and sanitary working environment, adequate workspace and equipment.

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- iv. Provide adequate materials and equipment needed for the participant to perform work assignment(s) as stated in their job description.
- v. Ensure that the participant is provided daily guidance, adequate supervision at all times, and continuous on-site supervision.
- vi. Make sure that the participant does not work in excess of 40 hours per week.
- vii. Ensure that the participant correctly signs in and out each day.
- viii. Ensure that all supervisory personnel participate in a worksite orientation and understand the responsibilities for providing work-based activities.
- ix. Allow PWE Grantee and SFWIB staff access to worksites in order to conduct monitoring activities.
- x. Immediately report any and all incidents, accidents or injuries that occur at the worksite.
- xi. Notify the PWE Grantee within 24 hours by telephone when a problem is identified or any problem or concern.
- xii. Establish and implement a contingency plan that provides a safe alternative work place and work-based activities to participants in case of inclement weather.
- xiii. Complete performance evaluation forms related to the participant's job performance to include achievements, deficiencies and disciplinary actions.
- xiv. Maintain worksite agreement, emergency medical/contact form, inclement weather form, job description/work assignment, provider contact information and the work schedule.
- xv. Agree to comply with all provisions as stated in the PWE Worksite Agreement.
- xvi. Labor standards apply in any work experience where an employee/employer relationship, as defined by the Fair Labor Standards Act (FLSA), exists.

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B-C. Duration

1. A PWE agreement shall be limited to the period of time required for a participant to become reacquainted with basic work experience/skills and be introduced to the particular work experience/skills of the type of industry and occupation for which the participant has been placed into. In determining the appropriate length of the agreement, consideration should be given to the skill requirements of the occupation, the academic and occupational skill level of the participant, prior work experience, and the participant's IEP.
2. PWE agreements shall not exceed six months of training unless there is documented justification and written approval from the SFWIB Executive Director.



3. An PWE agreement may be written or extended beyond the initial periods under the following conditions:
 - a. A barrier to skills attainment is identified during the period of work experience, which was not evident during the assessment.
 - b. The participant has been unable to fully explore the various job skills within the agreement's time frame.
 - c. The employability plan measures used during the assessment to identify participant's skills proficiencies prove to be inadequate based upon businessworksite/business evaluation after participant is placed on the job.

C.D. Compensation

1. Eligible PWE granteesService Providers and Training Vendors may not execute PWE agreements exceeding a total cost of \$6,000 per participant without prior written SFWIB approval.
2. Participants referred to a worksite/business employed under a PWE agreement shall ~~shall~~ be compensated- at comparable the same rates, (including periodic increases) as similarly situated employees. In no event, however, shall PWE participants be paid less than the higher of the minimum wage specified under the Fair Labor Standards Act of 1938, as amended or the applicable state or local minimum wage.
3. Participants referred employed under a SFWIB-PWE agreement may shall receive the same fringe benefits and shall be subject to the same working conditions granted to regular employees under the same or similar occupational title.

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IX. GRIEVANCES AND APPEALS

PWE granteesService Providers shall advise participants of their right of appeal using either the worksite/business' grievance procedures, or those of the SFWIB, if previously agreed with the worksite/business. If a PWE grantee or worksite/business elects to use its own grievance procedures, the PWE grantee business must agree to provide information to the SFWIB as to actions taken under those procedures. If the participant is not satisfied with the outcome after using the PWE grantees and/or worksite/business' grievance procedures, then he/she may elect to file a grievance with SFWIB under the SFWIB grievance procedures.

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X. EXCEPTIONS

Exceptions to this policy, or any part thereof, must be approved in writing by the SFWIB Executive Director.

XI. PROHIBITIONS

1. Workforce participants who have previously received an Individual Training Account (ITA) for occupational training are ineligible to participate in PWE.
2. Participants shall not be employed to carry out the construction, operation, or maintenance of any part of any facility that is used or to be used for sectarian instruction or as a place for



religious worship (except with respect to the maintenance of a facility that is not primarily or inherently devoted to sectarian instruction or religious worship, in a case in which the organization operating the facility is part of a program or activity providing services to participants).

3. PWE agreements shall not be written for part-time employment. Proof of full-time employment shall be established and documented by the [businessworksite/business](#). Whether the participant is categorized as full-time shall be verified by the [Service Provider](#) [PWE Grantee](#).
4. ~~PWE agreements shall not be written for jobs with a Specific Vocational Preparation (SVP) of two or under, except for participants who have a documented disability for whom such a placement would be appropriate or where written justification is provided to and approved by the SFWIB Executive Director. Lack of prior work history or non-English speaking are not to be considered disabilities for the purpose of complying with this provision, but may justify placement into a job with a low SVP.~~
6. PWE funds shall not be spent on construction or purchase of facilities or buildings except:
 - a. To meet a recipient's obligation to provide physical and programmatic accessibility and reasonable accommodation as required by the Americans with Disabilities Act (ADA);
 - b. To fund repairs, renovations, alterations and capital improvements of property, including: (i.) State Employment Service Agency (SESA) real property, identified at WIA section 193, using a formula that assesses costs proportionate to space utilized; (ii.) Job Training Partnership Act (JTPA) owned property which is transferred to WIA Title I programs; and (iii.) Job Corps facilities, as authorized by WIA section 160(3)(B); and
 - c. To fund disaster relief employment on projects for demolition, cleaning, repair, renovation, and reconstruction of damaged and destroyed structures, facilities, and lands located within a disaster area. (WIA Sec. 173(d))
57. PWE funds shall not be used to encourage or induce a [worksite/business](#), or part of a [businessworksite/business](#), to relocate from any location in the United States, if the relocation results in any employee losing his or her job at the original location.

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