



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

ECONOMIC DEVELOPMENT AND INDUSTRY SECTOR (EDIS) COMMITTEE MEETING

**Thursday, December 16, 2010
8:00 AM**

Miami Dade College West Campus
3800 N W 115th Avenue, 1st Floor
Miami, Florida

AGENDA

1. Call to Order and Introductions
2. Approval of EDIS Committee Meeting Minutes
 - A. October 21, 2010
3. Information – Supply/Demand Matrix Update
4. Information – Business Incentives Roundtable Update
5. Discussion – Expanding EFM Methodology for Determining Training Related Placement
6. Recommendation as to Approval to Assist in Funding the Beacon Council Economic Development Foundation, Inc.'s One Community One Goal Project
7. Recommendation as to Approval of an Individual Training Account Policy
8. Recommendation as to Approval of a Training Provider Subsequent Eligibility Policy



2.A

SFWIB - Economic Development and Industry Sector Committee

December 16, 2010

Minutes of SFWIB Economic Development and Industry Sector Committee Meeting October 21, 2010

South Florida Workforce Investment Board
 Economic Development and Industry Sector Committee
 October 21, 2010, 8:00 A.M.
 Doubletree Miami Mart/Airport Hotel
 711 NW 72nd Avenue, Palm Room
 Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	OTHER BOARD MEMBERS	OTHER ATTENDEES
1. Andre “Andy” Perez – <i>Chair</i> 2. Harder, Jackie, <i>Vice Chair</i> 3. Diggs, Bill 4. Roth, Thomas 5. Russo, Monica 6. Wiedman, Holly	(None) SFW STAFF Beasley, Rick Edwards, Phillip Gomez, Maria Kavehersi, Cheri Parodi, Silvio	Alonso, Karla - <i>American Advanced Technicians Institute (AATI)</i> Flores, Oscar – <i>American Advanced Technicians Institute (AATI)</i> Girnun, Arnie – <i>New Horizons</i> Mitchell, Carlena– <i>Miami-Dade County Public Schools (M-DCPS)</i>
COMMITTEE MEMBERS NOT IN ATTENDANCE		
7. Brecheisen, Bruce 8. Ludwig, Philipp 9. Regueiro, Maria Cristina		

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Mr. Andy Perez, Committee Chairperson greeted all those present, began with introductions and noted that a quorum has not been achieved.

The Chair noted that he will proceed with item # 3 and began reading the item.

[Monica Russo arrived; **Quorum Achieved**]

The Committee began with item #2.

2. Approval of EDIS Committee Meeting Minutes for August 18, 2010

Mr. Bill Diggs moved the approval of meeting minutes for August 18, 2010. Ms. Monica Russo seconded; Minutes Passed.

3. Information – Training Agents Report Financial Analysis

Mr. Perez read the item and Silvio Pardi, Information Technology Manager presented the Training Agents Report Financial Analysis Tool.

Mr. Diggs asked if Service Providers and Training Vendors are required to enter information in the system and if so, how often is it entered. Mr. Perez responded that they are required to enter information on a monthly basis.

Ms. Russo inquired about the accuracy of the data being entered in the system. Mr. Perez used job placement as an example to respond to her concern. He said that an Employment Verification Form (EVF) is completed and signed by the employer to confirm that the student has been placed.

4. Information – Employment Incentives Roundtable

Mr. Perez read item. He mentioned that he and Jackie Harder had requested a workshop engagement within Miami-Dade and Monroe counties to assist employers and enhance employment opportunities for jobseekers. He further mentioned that SFWIB will partner with the following agencies to host a series of employment incentives roundtable workshops:

- New Horizons Computer Learning Centers (GEB Computer Training, LTD)
- The Academy of South Florida, Inc.
- Beacon Council
- Key Largo Chamber of Commerce

Ms. Harder explained the purpose of workshop and said it is to bring people together in person so that questions and concerns can be addressed by SFW staff regarding federal programs, regulations and requirements.

Mr. Perez asked if other training providers can also be part of this workshop. Ms. Harder commented that she doesn't feel SFW should invite any training providers at the first workshop.

Ms. Wiedman suggested having a list of contacts available at the workshop and creating a special form for people to sign-up so that a follow-up can be conducted. She also feels that the first workshop should not consist of training providers, but invite them to the follow-up workshop instead.

5. Recommendation as to Approval of an Individual Training Account Policy

Mr. Perez presented the item; however, he expressed his concerns regarding the approval process of the ITA Policy. He mentioned that the EDIS Subcommittee was supposed to report back to the EDIS Committee on the Chargeback, Refund Policy and Training & Performance requirement items. He further stated that there are various parts of the ITA Policy that affects the training vendors and therefore feels uncomfortable proceeding with the approval of the Policy without receiving a report from the Subcommittee.

Ms. Harder asked for further explanation. Mr. Perez responded that he does not think that the approval of the ITA Policy went through proper procedure.

Phillip Edwards, SFWIB Policy Coordinator responded to Mr. Perez's concerns saying that Performance Requirements were not set by this existing Board but a predecessor Board. He explained that the Performance Requirements are based on the Workforce Investment Act (WIA) which obligates the local Boards to enforce such requirements. In addition, the performance requirements are distinct from the ITA Policy being presented. The ITA Policy is expansive as it speaks to the overall expenditure of training dollars and consists of 13 sections. Mr. Edwards further said with regards to a report, the language in the item that approved the creation of the EDIS Subcommittee does not state that a report will be provided to the Chair of the EDIS Committee. The Refund Policy was presented to the EDIS Subcommittee and then went to the EDIS Committee and was later approved by the Board, the prescribed procedure. Performance Requirements was also presented at the EDIS Subcommittee; and regarding the Chargeback Policy, the Subcommittee decided not to pursue further action. He also said that the draft ITA Policy has been around for a couple of years and staff has met with the Training Vendors many times to gather their comments and recommendations in order to frame the Policy.

Mr. Roth commented that he does not doubt the diligent work of staff in putting the policy together; however, he recalled one of the purposes of creating the EDIS Subcommittee was to review the ITA Policy. He feels that the EDIS Committee hasn't had sufficient time to address questions and concerns and as such, he doesn't feel that this is something that can be approved by the EDIS Committee at this time.

Mr. Perez noted that his primary concern is the performance measure portion of the policy which covers the 70% completion and 70% placement and 75% training related.

Mr. Diggs asked are there any regulations that prevent the ITA Policy from being reviewed by the EDIS Subcommittee. Mr. Edwards responded, no.

Ms. Harder said that based on the discussions, she's requesting to put a motion to pull this item from the current agenda, refer it back to EDIS Subcommittee for review and feedback, and forward its recommendations to this Committee. It was seconded by Ms. Russo and Mr. Diggs; **Motion Passed.**

All in favor with no oppositions

Mr. Roth also noted that when it goes to the Subcommittee he wants to ensure that the Policy has been adequately reviewed by the Training Vendors to include the following:

- How many vendors were present for discussion;
- Who attended and were there representations from both public and private sides; and
- How does this compare to the Statute that we've been following.

Mr. Perez asked that the Policy be reviewed by the EDIS Subcommittee prior to the next EDIS Committee meeting scheduled for December 15, 2010.

Ms. Harder had some concerns regarding the section that talks about program year on page 2 of 6 in the draft Policy. She's requesting that the wording be changed to "Fiscal Year" in order to avoid confusion. She needed clarification on the first paragraph of page 3, item "D. ITA Voucher" and

item “IX Financial Aid in section B. Other Financial Aid/Student Loans”, item “XII Performance Measures section D. Economic Benefit per Placement” and concerns regarding the Performance Measure/ Performance Standard table on page 6 of 6. She also commended SFW staff for their great work on item “C. ITA Amount for Occupational Training Areas.”

Mr. Roth asked for clarification on the objective of SFWIB with respect to the funding received that needs to be allocated. He mentioned “if it’s for job creation and placing people in jobs then the policy needs to be more specific, but if it’s solely to improve the skills then let’s make sure they complete the class” and he further asked that staff clarify this issue to the Subcommittee. Mr. Edwards responded that SFWIB’s goal is to ensure accountability and that dollars being spent are spent on programs that will lead to placement.

Arnie Girnun, from New Horizons, who sat in the audience, gave feedback on the new policy regarding the distinction between placements and training related placement. He commented that New Horizons is very comfortable being held on a placement standard as a Training Provider as this is what the training providers feel as their obligation. He also noted that training providers have sat in meetings with the Executive Director and staff.

Mr. Roth recommended that the Chairman of the Subcommittee provide the feedback and reports when the Chair of the EDIS Committee is not present regarding this policy.

Ms. Wiedman provided new business information for the Beacon Council.

Mr. Perez asked if there were any questions or concerns then adjourned the meeting.



3.

SFWIB – Economic Development & Industry Sector (EDIS) Committee

December 16, 2010

Supply/Demand Matrix Update

Information Item

BACKGROUND

At its February 18, 2010 meeting, the SFWIB approved the Occupational Supply/Demand Policy. The intent of the policy is to ensure that workforce dollars are not expended on training programs in occupations having a surplus of workers in the marketplace. Under the policy, Individual Training Account (ITA) vouchers are issued based on occupational demand, thereby improving post program completion job-placement numbers.

As set forth in the policy, each occupation on the Region's Targeted Occupations List (TOL) is analyzed to determine if the occupation has a surplus of workers by reviewing the following criteria:

- Regional Median Short-Term Supply/Demand Rate;
- Regional Median Long-Term Supply/Demand Rate; and
- Annual Growth Percentage Rate.

Based upon that analysis, any occupation failing to meet all three policy criteria are placed in a training moratorium for one year. ITA vouchers will not be issued for training programs linked to those occupational titles. Occupations failing to meet two of the three criteria are placed on a watch list for six months.

In November 2010, SFWIB staff updated the Supply/Demand Policy matrix to reflect the most current data. Under the updated matrix, 22 occupational titles are subject to the one-year moratorium and 47 occupations are subject to the six-month watch list.

Note that the Supply/Demand Policy exempts occupational titles linked to SFWIB Targeted Industries – Aviation, Healthcare Services, Life Sciences/Bio-Tech, Green Jobs, Information Technology and Waste Water Management.

Attachment

**Information- Based on 2010-2011 TOL
Median Methodology**

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2010/2011	Number of Jobs in EFM	Annual Openings Base on LMI Data 2010-2018	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2010 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
111021	General & Operations Managers	390	69	94	256	4.88	1.79	0.50	\$ 51.02	Low Growth	High Wage	Yes		
112021	Marketing Managers	301	2	91	29	3.33	10.45	1.89	\$ 55.18	High Growth	High Wage	Yes		
112022	Sales Managers	628	0	277	107	2.27	5.87	2.52	\$ 63.69	High Growth	High Wage	Yes		
113011	Administrative Service Managers	2,304	9	63	52	36.71	44.48	1.66	\$ 54.29	High Growth	High Wage	Yes		
113021	Computer & Information Systems Managers	192	13	61	29	3.36	7.07	1.62	\$ 60.50	High Growth	High Wage	Yes		
113031	Financial Managers	346	2	152	81	2.29	4.30	1.26	\$ 60.50	Low Growth	High Wage	Yes		
113071	Transportation, Storage & Distribution Managers	183	0	36	21	5.08	8.71	-0.20	\$ 52.97	Low Growth	High Wage			Unknown
119011	Farm, Ranch & Other Agricultural Managers	33	0	0	54	N/A	0.61	-0.22	N/A	Low Growth	N/A		No	
119021	Construction Managers	535	0	37	109	14.46	4.91	2.19	\$ 55.36	High Growth	High Wage	Yes		
119051	Food Service Managers	215	3	72	55	3.03	3.96	0.78	\$ 27.25	Low Growth	High Wage	Yes		
119081	Lodging Managers	36	3	18	15	2.17	2.60	1.03	\$ 38.06	Low Growth	High Wage			Unknown
119111	Medical & Health Services Managers	106	6	51	49	2.20	2.29	1.75	\$ 50.34	High Growth	High Wage	Yes		
119141	Property, Real Estate & Community Association Managers	164	0	39	69	4.21	2.38	0.98	\$ 29.12	Low Growth	High Wage	Yes		
119151	Social & Community Service Managers	69	0	20	14	3.45	4.93	1.30	\$ 39.13	Low Growth	High Wage	Yes		
131022	Wholesale & Retail Buyers, Except Farm Products	72	0	18	42	4.00	1.71	0.67	\$ 28.71	Low Growth	High Wage		No	
131023	Purchasing Agents, Except Farm Products & Trade	96	0	22	86	4.36	1.12	2.24	\$ 26.17	High Growth	High Wage		No	
131031	Claims Adjusters, Examiners & Investigators	98	0	19	54	5.16	1.81	1.06	\$ 25.17	Low Growth	High Wage		No	
131041	Compliance Officers, Exc. Safety, Agri, Constr & Transp.	38	0	11	154	3.45	0.25	1.97	\$ 26.29	High Growth	High Wage		No	
131051	Cost Estimators	18	1	27	53	0.70	0.36	3.03	\$ 28.55	High Growth	High Wage		No	
131071	Employment, Recruitment, & Placement Specialists	59	0	92	91	0.64	0.65	4.42	\$ 22.54	High Growth	High Wage	Yes		

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										Growth Category	Wage Category	Yes	No	Unknown
131072	Compensation, Benefits & Job Analysis Specialists	24	0	18	23	1.33	1.04	2.29	\$ 26.80	High Growth	High Wage	Yes		
131199	Business Operations Specialists, All Other	140	28	47	345	3.57	0.49	1.38	\$ 30.93	High Growth	High Wage	Yes		
132011	Accountants & Auditors	1,488	7	185	468	8.08	3.19	2.14	\$ 34.07	High Growth	High Wage	Yes		
132021	Appraisers & Assessors of Real Estate	163	0	43	13	3.79	12.54	0.66	\$ 33.47	Low Growth	High Wage		No	
132051	Financial Analysts	145	0	100	48	1.45	3.02	2.84	\$ 36.77	High Growth	High Wage	Yes		
132052	Personal Financial Advisors	37	0	119	157	0.31	0.24	3.97	\$ 30.13	High Growth	High Wage	Yes		
132053	Insurance Underwriters	54	0	8	22	6.75	2.45	0.03	\$ 26.55	Low Growth	High Wage		No	
132072	Loan Officers	192	0	53	114	3.62	1.68	1.85	\$ 29.28	High Growth	High Wage	Yes		
151021	Computer Programmers	113	9	56	47	2.18	2.60	-0.63	\$ 34.43	Low Growth	High Wage	Yes		
151031	Computer Software Engineers, Applications	74	9	61	55	1.36	1.51	3.25	\$ 34.51	High Growth	High Wage		No	
151041	Computer Support Specialists	422	70	80	147	6.15	3.35	1.26	\$ 20.39	Low Growth	High Wage	Yes		
151051	Computer Systems Analysts	106	6	28	101	4.00	1.11	2.36	\$ 34.07	High Growth	High Wage	Yes		
151061	Database Administrators	76	5	24	17	3.38	4.76	2.19	\$ 33.78	High Growth	High Wage	Yes		
151071	Network & Computer Systems Administrators	192	108	51	84	5.88	3.57	2.08	\$ 36.97	High Growth	High Wage	Yes		
151081	Network Systems & Data Communications Analysts	74	6	11	190	7.27	0.42	4.53	\$ 36.42	High Growth	High Wage	Yes		
171022	Surveyors	60	0	0	9	N/A	6.67	1.98	\$ 30.18	High Growth	High Wage		No	
173011	Architectural & Civil Drafters	285	9	7	43	42.00	6.84	1.41	\$ 23.88	High Growth	High Wage	Yes		
173022	Civil Engineering Technicians	21	1	1	13	22.00	1.69	2.28	\$ 23.77	High Growth	High Wage	Yes		
173031	Surveying & Mapping Technicians	44	2	14	32	3.29	1.44	2.58	\$ 19.24	High Growth	High Wage	Yes		
194021	Biological Technicians	18	0	28	4	0.64	4.50	0.00	\$ 19.09	Low Growth	High Wage	Yes		

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										Growth Category	Wage Category	Yes	No	Unknown
211011	Substance Abuse & Behavioral Disorders Counselors	30	0	11	19	2.73	1.58	1.79	\$ 19.18	High Growth	High Wage		No	
211093	Social & Human Service Assistants	197	1	99	57	2.00	3.47	0.73	\$ 14.88	Low Growth	Low Wage		No	
232011	Paralegal & Legal assistants	201	17	76	147	2.87	1.48	2.79	\$ 24.50	High Growth	High Wage	Yes		
232091	Court Reporters	9	0	1	0	9.00	N/A	1.56	\$ 19.63	High Growth	High Wage		No	
232093	Title Examiners, Abstractors, & Searchers	86	0	1	15	86.00	5.73	0.39	\$ 20.62	Low Growth	High Wage		No	
251194	Vocational Education Teachers, Postsecondary	32	0	45	27	0.71	1.19	0.29	\$ 24.76	Low Growth	High Wage		No	
253021	Self-Enrichment Education Teachers	21	0	11	56	1.91	0.38	1.85	\$ 20.55	High Growth	High Wage		No	
259031	Instructional Coordinators	27	1	15	51	1.87	0.55	2.67	\$ 24.84	High Growth	High Wage		No	
259041	Teacher Assistants	369	3	1,111	199	0.33	1.87	1.63	\$ 13.61	High Growth	Low Wage		No	
271024	Graphic Designers	204	10	25	133	8.56	1.61	1.45	\$ 19.32	High Growth	High Wage	Yes		
271025	Interior Designers	91	1	3	35	30.67	2.63	1.23	\$ 27.27	Low Growth	High Wage	Yes		
272012	Producers & Directors	229	2	56	51	4.13	4.53	0.97	\$ 30.99	Low Growth	High Wage	Yes		
272022	Coaches & Scouts	29	2	6	54	5.17	0.57	2.37	\$ 33.58	High Growth	High Wage		No	
273031	Public Relations Specialists	60	0	24	125	2.50	0.48	2.74	\$ 27.21	High Growth	High Wage	Yes		
274011	Audio & Video Equipment Technicians	155	0	4	26	38.75	5.96	1.67	\$ 18.60	High Growth	Low Wage			Unknown
274012	Broadcast Technicians	34	1	5	26	7.00	1.35	0.94	\$ 20.44	Low Growth	High Wage	Yes		
274021	Photographers	89	0	11	55	8.09	1.62	1.47	\$ 17.55	High Growth	Low Wage			Unknown
274031	Camera Operators, Television, Video & Motion Picture	32	1	6	11	5.50	3.00	0.94	\$ 16.25	Low Growth	Low Wage	Yes		
291111	Registered Nurses	90	126	256	715	0.84	0.30	1.56	\$ 33.23	High Growth	High Wage	Yes		
291126	Respiratory Therapists	5	1	2	28	3.00	0.21	1.14	\$ 24.75	Low Growth	High Wage	Yes		

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										Growth Category	Wage Category	Yes	No	Unknown
292011	Medical & Clinical Laboratory Technologists	26	3	47	28	0.62	1.04	-0.26	\$ 26.26	Low Growth	High Wage	Yes		
292012	Medical & Clinical Laboratory Technicians	51	1	19	21	2.74	2.48	0.35	\$ 15.03	Low Growth	Low Wage	Yes		
292021	Dental Hygienists	20	9	3	50	9.67	0.58	3.58	\$ 26.07	High Growth	High Wage	Yes		
292031	Cardiovascular Technologists & Technicians	18	0	10	25	1.80	0.72	1.30	\$ 19.78	Low Growth	High Wage	Yes		
292032	Diagnostic Medical Sonographers	15	10	6	21	4.17	1.19	1.07	\$ 26.18	Low Growth	High Wage	Yes		
292034	Radiologic Technologists & Technicians	79	9	115	38	0.77	2.32	0.61	\$ 25.26	Low Growth	High Wage	Yes		
292041	Emergency Medical Technicians & Paramedics	34	9	1	28	43.00	1.54	0.80	\$ 13.53	Low Growth	Low Wage	Yes		
292055	Surgical Technologists	27	2	9	36	3.22	0.81	1.54	\$ 17.42	High Growth	Low Wage	Yes		
292061	Licensed Practical & Licensed Vocational Nurses	157	107	71	232	3.72	1.14	1.72	\$ 20.09	High Growth	High Wage	Yes		
292071	Medical Records & Health Information Technicians	184	24	60	44	3.47	4.73	1.05	\$ 14.05	Low Growth	Low Wage	Yes		
292081	Opticians, Dispensing	21	0	4	29	5.25	0.72	1.41	\$ 16.26	High Growth	Low Wage	Yes		
312021	Physical Therapist Assistants	18	6	16	16	1.50	1.50	1.89	\$ 24.75	High Growth	High Wage	Yes		
319091	Dental Assistants	149	12	22	97	7.32	1.66	3.35	\$ 15.51	High Growth	Low Wage	Yes		
319092	Medical Assistants	637	90	122	198	5.96	3.67	2.51	\$ 13.99	High Growth	Low Wage	Yes		
319094	Medical Transcriptionists	30	0	5	5	6.00	6.00	0.33	\$ 15.50	Low Growth	Low Wage	Yes		
332011	Fire Fighters	32	1	0	145	N/A	0.23	1.68	\$ 27.43	High Growth	High Wage		No	
333012	Correctional Officers & Jailers	163	1	9	85	18.22	1.93	0.05	N/A	Low Growth	High Wage	Yes		
333021	Detectives & Criminal Investigators	58	2	8	51	7.50	1.18	0.86	\$ 34.85	Low Growth	High Wage		No	
333051	Police & Sheriff's Patrol Officers	104	0	25	177	4.16	0.59	0.64	\$ 30.21	Low Growth	High Wage	Yes		
339032	Security Guards	1,796	0	1,528	826	1.18	2.17	1.88	\$ 11.27	High Growth	Low Wage		No	
351011	Chefs & Head Cooks	258	0	86	16	3.00	16.13	0.32	\$ 25.40	Low Growth	High Wage	Yes		

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										Growth Category	Wage Category	Yes	No	Unknown
351012	First Line Superv. of Food Preparation & Serving Workers	163	0	168	103	0.97	1.58	1.00	\$ 17.19	Low Growth	Low Wage	Yes		
371011	First Line Superv. of Housekeeping & Janitorial Workers	304	0	88	22	3.45	13.82	0.83	\$ 16.56	Low Growth	Low Wage		No	
371012	First Line Superv. of Landscaping & Grounds keeping Workers	48	0	11	21	4.36	2.29	1.31	\$ 20.68	Low Growth	High Wage		No	
372021	Pest Control Workers	25	1	7	32	3.71	0.81	1.15	\$ 12.80	Low Growth	Low Wage		No	
391021	First Line Superv. of Personal Service Workers	15	0	16	123	0.94	0.12	2.01	\$ 18.95	N/A	N/A		No	
411011	First Line Superv. of Retail Sale Workers	531	1	250	365	2.13	1.46	0.95	\$ 21.16	Low Growth	High Wage	Yes		
411012	First Line Superv. of Non-Retail Sales Workers	69	0	30	180	2.30	0.38	1.26	\$ 43.21	Low Growth	High Wage		No	
413011	Advertising Sales Agents	342	0	93	48	3.68	7.13	1.85	\$ 28.26	High Growth	High Wage		No	
413021	Insurance Sales Agents	194	0	44	217	4.41	0.89	1.22	\$ 28.35	Low Growth	High Wage	Yes		
413031	Securities, & Financial Sales Agents	238	1	98	185	2.44	1.29	2.04	\$ 41.96	High Growth	High Wage		No	
414011	Sales, Reprs., Wholesale & Mfg. Tech. & Sci. Products	311	0	74	247	4.20	1.26	1.69	\$ 32.21	High Growth	High Wage		No	
414012	Sales, Reprs., Wholesale & Manufacturing, Other	250	0	142	672	1.76	0.37	1.77	\$ 28.44	High Growth	High Wage		No	
419021	Real Estate Brokers	114	0	5	56	22.80	2.04	1.11	\$ 37.67	Low Growth	High Wage	Yes		
419022	Real Estate Sales Agents	214	0	16	166	13.38	1.29	1.65	\$ 23.49	High Growth	High Wage	Yes		
431011	First Line Superv. of Office & Admin. Support Workers	343	5	201	403	1.73	0.86	1.52	\$ 23.69	High Growth	High Wage	Yes		
433031	Bookkeeping, Accounting & Auditing Clerks	602	14	243	422	2.53	1.46	1.41	\$ 16.24	High Growth	Low Wage	Yes		
434051	Customer Service Representative	4,088	39	1,542	1,036	2.68	3.98	2.80	\$ 14.54	High Growth	Low Wage	Yes		
434131	Loan Interviewers & Clerks	99	0	22	83	4.50	1.19	1.61	\$ 16.95	High Growth	Low Wage		No	
434161	Human Resources Assistants, Exc. Payroll	211	1	36	45	5.89	4.71	0.05	\$ 17.55	Low Growth	Low Wage		No	

Information- Based on 2010-2011 TOL
Median Methodology

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2010/2011	Number of Jobs in EFM	Annual Openings Base on LMI Data 2010-2018	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2010 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
435011	Cargo & Freight Agents	246	0	23	201	10.70	1.22	2.33	\$ 14.91	High Growth	Low Wage			Unknown
436011	Executive Secretaries & Administrative Assistants	1,022	20	462	427	2.26	2.44	1.71	\$ 20.90	High Growth	High Wage	Yes		
436012	Legal Secretaries	284	0	32	112	8.88	2.54	1.75	\$ 19.72	High Growth	High Wage	Yes		
436013	Medical Secretaries	275	3	57	88	4.88	3.16	1.84	\$ 12.49	High Growth	Low Wage	Yes		
471011	First Line Superv. of Construction & Extraction Workers	193	0	19	202	10.16	0.96	2.40	\$ 28.44	High Growth	High Wage	Yes		
472021	Brick masons & Block masons	68	0	2	0	34.00	N/A	N/A	N/A	High Growth	High Wage			Unknown
472031	Carpenters	1,237	1	59	175	20.98	7.07	2.20	\$ 16.71	High Growth	Low Wage	Yes		
472044	Tile & Marble Setters	59	0	14	19	4.21	3.11	1.96	\$ 12.50	High Growth	Low Wage	Yes		
472051	Cement Masons & Concrete Finishers	113	0	10	17	11.30	6.65	2.05	\$ 15.70	High Growth	Low Wage		No	
472073	Operating Engineers/Construction Equipment Operators	117	11	13	49	9.85	2.61	1.35	\$ 20.74	Low Growth	High Wage	Yes		
472081	Drywall & Ceiling Tiles Installers	91	2	4	15	23.25	6.20	1.60	\$ 16.75	High Growth	Low Wage			Unknown
472111	Electricians	1,053	3	28	140	37.71	7.54	1.58	\$ 20.81	High Growth	High Wage	Yes		
472141	Painters, Construction & Maintenance	282	0	18	69	15.67	4.09	1.14	\$ 17.26	Low Growth	Low Wage		No	
472151	Pipe layers	30	0	0	7	N/A	4.29	1.25	\$ 18.79	Low Growth	High Wage			Unknown
472152	Plumbers, Pipefitters & Steamfitters	434	4	61	86	7.18	5.09	1.86	\$ 20.30	High Growth	High Wage	Yes		
472161	Plasters & Stucco Masons	49	0	1	7	49.00	7.00	1.15	\$ 21.64	Low Growth	High Wage			Unknown
472181	Roofers	65	0	4	18	16.25	3.61	0.79	\$ 16.34	Low Growth	Low Wage		No	
472211	Sheet Metal Workers	56	0	14	20	4.00	2.80	2.86	\$ 20.64	High Growth	High Wage		No	
474011	Construction & Building Inspectors	93	1	7	48	13.43	1.96	2.05	\$ 30.01	High Growth	High Wage		No	

Information- Based on 2010-2011 TOL
Median Methodology

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2010/2011	Number of Jobs in EFM	Annual Openings Base on LMI Data 2010-2018	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2010 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
491011	First Line Superv. of Mechanics, Installers & Repairers	71	1	48	96	1.50	0.75	1.23	\$ 30.01	Low Growth	High Wage	Yes		
492091	Avionics Technicians	90	1	6	9	15.17	10.11	1.89	\$ 22.50	High Growth	High Wage	Yes		
492094	Electronic Repairers, Commercial & Industrial Equipment	84	2	11	15	7.82	5.73	1.49	\$ 25.50	High Growth	High Wage			Unknown
492098	Security & Fire Alarm Systems Installers	48	0	3	38	16.00	1.26	2.87	\$ 16.87	High Growth	Low Wage		No	
493011	Aircraft Mechanics & Service Technicians	186	7	25	47	7.72	4.11	0.40	\$ 21.73	Low Growth	High Wage	Yes		
493023	Automotive Service Technicians & Mechanics	379	34	51	146	8.10	2.83	1.15	\$ 18.78	Low Growth	High Wage	Yes		
493031	Bus & Truck Mechanics & Diesel Engine Specialists	73	0	25	57	2.92	1.28	0.93	\$ 22.64	Low Growth	High Wage	Yes		
493042	Mobile Heavy Equipment Mechanics, Except Engines	50	2	10	24	5.20	2.17	1.79	\$ 24.01	High Growth	High Wage			Unknown
499021	Heating, AC & Refrigeration Mechanics & Installers	200	45	203	124	1.21	1.98	3.21	\$ 21.11	High Growth	High Wage	Yes		
499031	Home Appliance Repairers	40	3	5	13	8.60	3.31	1.15	\$ 17.73	Low Growth	Low Wage	Yes		
499041	Industrial Machinery Mechanics	65	0	45	35	1.44	1.86	1.98	\$ 23.31	High Growth	High Wage		No	
499043	Maintenance Workers, Machinery	95	0	18	15	5.28	6.33	1.73	\$ 15.95	High Growth	Low Wage		No	
511011	First Line Superv. of Production & Operating Workers	204	0	329	35	0.62	5.83	0.14	\$ 25.79	Low Growth	High Wage		No	
512011	Aircraft Structures, Surfaces & Systems Assemblers	36	0	8	0	4.50	N/A	N/A	N/A	High Growth	High Wage	Yes		
514121	Welders, Cutters, Solderers & Brazers	314	0	35	42	8.97	7.48	0.71	\$ 18.66	Low Growth	Low Wage	Yes		
519071	Jewelers & Precious Stone & Metal Workers	51	0	2	35	25.50	1.46	0.48	\$ 15.69	Low Growth	Low Wage		No	
531031	First Line Superv. of Material-Moving Vehicle Operators	44	1	10	30	4.50	1.50	0.43	\$ 28.16	Low Growth	High Wage		No	
532021	Air Traffic Controllers	45	0	1	22	45.00	2.05	-0.27	\$ 55.13	Low Growth	High Wage		No	
533021	Bus Drivers, Transit & Intercity	131	0	42	74	3.12	1.77	0.96	\$ 17.99	Low Growth	Low Wage		No	
533022	Bus Drivers, School	124	1	13	46	9.62	2.72	1.11	\$ 10.68	Low Growth	Low Wage		No	

Information- Based on 2010-2011 TOL
Median Methodology

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2010/2011	Number of Jobs in EFM	Annual Openings Base on LMI Data 2010-2018	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2010 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
533032	Truck Drivers, Heavy & Tractor-Trailer	948	52	282	391	3.55	2.56	2.18	\$ 18.25	High Growth	Low Wage	Yes		
535011	Sailors & Marine Oilers	109	0	0	143	N/A	0.76	2.24	\$ 17.80	High Growth	Low Wage		No	
535021	Captains, Mates, & Pilots of water Vessels	36	0	3	109	12.00	0.33	2.51	\$ 47.85	High Growth	High Wage		No	
535031	Ship Engineers	3	0	1	0	3.00	N/A	N/A	N/A	High Growth	High Wage	Yes		
		32,832	1,076	11,158	15,022	4.18	1.98	1.36		High Growth	Low Wage			



4.

SFWIB – Economic Development & Industry Sector (EDIS) Committee

December 16, 2010

Business Incentives Roundtable Update

Information Item

BACKGROUND

To assist businesses in Region 23 and to enhance training and employment opportunities for jobseekers, SFWIB will partner with economic development organizations, chambers of commerce and community-based agencies to host a series of Business Incentives Roundtable workshops. Businesses in the region will be invited to the workshops in order to make them aware of the resources available to them such as tax incentives, Employed Worker Training (EWT) and On-the-Job Training (OJT). The goal of the workshops is to afford businesses an opportunity to capitalize on training, employment and other resources in order to enhance the skill set of their existing workforce, to retain their existing workforce and to hire new employees.

The roundtables will begin in December 2010 and continue through March 2011. Two dates and locations have been confirmed:

Friday, December 10, 2010

Registration: 9:30 - 10:00 am
Event: 10:00 am - 11:30 am

South Dade Government Center

10710 SW 211 Street, Suite 203
Cutler Bay, FL 33189

Thursday, January 13, 2011

Registration: 6:00pm - 6:30 pm
Event: 6:30 pm – 8:00 pm

Joseph Caleb Center

5400 NW 22nd Avenue – Room 110
Miami, FL 33147

Additional dates and times for January 2011 to March 20101 have yet to be determined.



5.

SFWIB – Economic Development & Industry Sector (EDIS) Committee

December 16, 2010

Expanding EFM Methodology for Determining Training Related Placement

Discussion Item

BACKGROUND

Currently, Employ Florida Marketplace (EFM) determines whether an occupation that a participant receives training in is related to the occupation that the participant is placed (employed) in by comparing the first four of eight digits of the standardized O*NET occupational code of the training program to the first four digits of the occupational code of the position the participant is placed in. Where the numbers match, a positive indicator is recorded in the participant's file, signifying a training related placement.

The Agency for Workforce Innovation, Training Vendors and SFWIB staff have discussed expanding this methodology for determining training relatedness as it excludes related occupations outside the occupational family coding structure from being counted as valid.

The attached document proposes steps for expanding the EFM method for determining training related placement such as using TORQ, a new software for examining training relatedness.

Attachment

Expansion of Occupational Relationships Used in Determining Training Relatedness

ISSUE: EFM currently uses a process that is somewhat restrictive when determining training relatedness of the occupation for which a client is provided training in; as compared to the occupation they subsequently are employed/placed in. The system simply compares the first four of eight digits of the standardized O*NET occupational code they are trained in, to the first four digits of the occupation code they are placed in. If they are the same, a positive indicator is recorded in the client's record.

This precludes a positive "related to training indicator" from being entered on client records for occupations that otherwise could be considered valid placements.

SOLUTION: Expand the current systematic approach to use additional tools that can help in defining related occupations that may not be in the same occupational family coding structure, but valid and related nonetheless. Develop and implement a more robust look-up table for relatedness.

TORQ, a new software tool that stands for "Transferrable Occupation Relationship Quotient" is a tool that could be used to define further related occupations than are currently defined using the EFM approach.

O*NET (ON-going Education and Training) is another tool that could be employed. O*NET OnLine provides comprehensive occupational descriptions and data for use by job seekers, workforce development offices, human resources professionals, students, researchers, and others.

A look up table based on data from all three of the above sources could be developed for the primary occupations used in workforce training and incorporated into the EFM training relatedness routine.

NEXT STEPS:

- 1. Determine whether the EFM system can be modified by simply changing the look-up table used to determine training relatedness; or whether there are programming impediments in doing so.**
- 2. If there are impediments, determine how much it would cost to incorporate a new look up table approach; where EFM is provided the look-up table to be constructed by AWI staff. Make a decision if required costs are justifiable and warranted. This past year's annual reported training relatedness rate was 43%.**
- 3. If the look up table can be simply replaced, or costs are manageable if changes are required, then make arrangements/contract for the changes; and,**
- 4. Develop the new and improved look-up relationship table for training programs in high use. There are over 800 occupations defined in total. Selecting and coding the programs representing 50% or more of the training occurring could be accomplished by coding (using the three approaches) approximately 20 occupations.**
- 5. Implement the new approach with the occupations in high use re-coded and inserted for use in EFM. Then continue with coding further occupations and update the training relatedness table used in EFM as major gains are accomplished.**
- 6. Monitor gains made in accountability and performance reported.**



6.

SFWIB – Economic Development & Industry Sector (EDIS) Committee

December 16, 2010

Approval to Assist in Funding the Beacon Council Economic Development Foundation, Inc.’s One Community One Goal Project

RECOMMENDATION

SFWIB staff recommends to the EDIS Committee to recommend to the Board the approval to award the Beacon Council Economic Development Foundation, Inc. \$50,000.00 for the period of January 1, 2011 to January 1, 2012 to assist in funding the One Community One Goal: A Targeted Industry Initiative for Miami-Dade County.

BACKGROUND

The Beacon Council Economic Development Foundation, Inc. (The Foundation) has launched the One Community One Goal initiative due to extreme changes in the global economy, the recession and the competition from cities for new investment and job creation. The anticipated results of the initiative are threefold:

- Diversify Miami-Dade County economy by expanding growth in at least two existing industries and two new industries;
- Gain consensus from public sector, private sector and education to prioritize and redirect and increase resources towards growth of top 4-5 industry clusters; and
- Implement new Targeted Industry marketing plan with short term and long term goals and objectives.

The Foundation will manage the program. Partners include the South Florida Workforce Investment Board, the Greater Miami Chamber of Commerce, and the Greater Miami Convention and Visitors Bureau.

The initiative has a one year timeframe, beginning in January 2011 and ending with the publication of the Final Report and Recommendations in January 2012. The project will be organized in five major program elements:

- Research and Data Collection;
- Community and Partner Input and Business Interviews;
- Selection and Prioritization of Targeted Industries;
- Strategic Marketing Plan Development and Review; and
- Final Publication of Targeted Industry Study.



7.

SFWIB – Economic Development & Industry Sector (EDIS) Committee

December 16, 2010

Approval of an Individual Training Account Policy

RECOMMENDATION

The EDIS Subcommittee recommends to the EDIS Committee to recommend to the Board the approval of an Individual Training Account (ITA) Policy.

BACKGROUND

On November 18, 2010, the EDIS Subcommittee reviewed and recommended the attached ITA Policy for the EDIS Committee’s consideration. The Subcommittee amended Section XII (Performance Measures) to require Training Vendors to meet only two of the listed standards per approved program.

During the drafting of the ITA Policy, SFWIB staff met with the Training Vendors several times to gain their input. Thereafter, staff incorporated the Vendors’ suggestions into the policy.

The purpose of the ITA Policy is to provide all SFWIB stakeholders with clear, uniform guidelines regarding the application of training funds to pay for approved training programs and to determine subsequent program eligibility. The Policy has two principal benefits: enhances accountability in ITA expenditures and provides the Board an avenue to petition the State to offer new training programs that best meet the needs of the local business community.

The following is a bulleted list of the critical sections of the Policy:

- Definitions;
- Assessment;
- ITA Fee Structure; and
- Performance Measures.

Note that the policy will be implemented following approval by the SFWIB. However, the tiered maximum ITA amounts listed in Section VII (C) and the Economic Benefit per Placement performance measures seen in Section XII will take effect in the 2011-2012 Program Year.

At the November 18, 2010, EDIS Subcommittee meeting, this item was discussed and the subcommittee recommended forwarding its recommendation to the EDIS committee for action.

Attachment

INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY SFWIB PY' 2010-2011

I. Of Interest to

The Individual Training Account (ITA) Policy should be of interest to members of the South Florida Workforce Investment Board (SFWIB), Region 23 (Miami-Dade and Monroe Counties) Career Center contractors (Service Providers), Training Vendors, Region 23 jobseekers, and SFWIB staff.

II. Definitions

- 1) Actual start date: the date that the participant commences classes.
- 2) Approved Training Program: a SFWIB approved area of study linked to an occupation seen on Region 23's current Targeted Occupations List.
- 3) Assessment: the process by which Career Center staff evaluates eligible participants before they enroll in a training program.
- 4) Completion: the participant's attainment of a certificate or degree or competencies needed for a specific job or occupational group at the conclusion of a course of study.
- 5) Economic Benefit per Placement: the return on investment per approved training program for each participant placed.
- 6) ITA (Individual Training Account): the scholarship to pay for enrolling in an approved training program.
- 7) ITA Limit/Maximum ITA Amount: a cap on the amount to be paid for each approved program.
- 8) ITA Voucher: the system-generated instrument used to pay for a training program; for the instrument to be valid, it must have all required signatures, i.e., participant, career advisor and supervisor signatures.
- 9) Occupational Training Area: an approved training program linked to the occupations listed on Region 23's Targeted Occupations List.
- 10) Pell Grant: the federal grant that eligible participants apply for to assist in paying for the costs of a training program.
- 11) Performance measures/standards: a set of federal, state and local standards for determining a Training Vendor's compliance with completion and placement requirements.
- 12) Placement: the number of participants that obtain unsubsidized employment following completion of a training program.
- 13) Remedial Courses: a course taken to prepare for a required course in an approved training program.
- 14) Service Account Management System (SAMS): the system for tracking participants'

training-related information, i.e., expenditures and performance data.

- 15) Targeted Industries: industries determined by the SFWIB as a priority for occupational training; currently, those industries are Aviation, Healthcare Services, Life Sciences/Bio-Tech, Green Jobs, Information Technology and Waste Water Management.
- 16) Targeted Occupations List (TOL): a State-compiled list of occupations that Regional Workforce Boards may offer training in.
- 17) Training-related placement: the number of participants that obtain unsubsidized employment in an occupational area relevant to the training program completed.

III. Subject

Training utilizing Individual Training Accounts (ITAs)

IV. Purpose

The purpose of the ITA Policy is to provide all SFWIB stakeholders with uniform guidelines regarding the use of training funds to pay for approved training programs and to determine subsequent program eligibility.

V. Background

An ITA is the vehicle through which SFWIB expends training dollars. ITAs may be used to pay for or help defray the cost of training at an approved SFWIB Training Vendor. ITAs may also be used to provide training in an occupation clearly linked to a priority industry that is in local demand or that appears on the Region's Targeted Occupations List (TOL). ITAs are available to customers eligible for WIA Adult, Dislocated Worker, Youth and Welfare Transition programs; however, note that an ITA is neither an entitlement nor a right.

VI. Assessment

Career Center staff is required to individually assess eligible participants for training prior to the issuance of an ITA voucher. The assessment process consists of examining a participant's academic and employment background as well as short- and long-term career interests. The intent of this process is to assist the participant in selecting a training program he/she is likely to succeed in and ultimately contribute to the achievement of economic self-sufficiency.

VII. Individual Training Account Fee Structure

A. ITA Cost

By May 15th of a Program Year (PY), Training Vendors are required to submit program cost modifications for the next PY to SFWIB staff. That information is used to update the program cost information seen on the SFWIB website and in SAMS. The maximum ITA amount for each PY is derived from the program cost information submitted by the public education Training Vendors.

Specifically, the ITA limit per public school training program is set at 100% of the public institutions' submitted cost information and 110% of the public institutions' cost information for private institutions' comparable programs. Where there is no comparable **regionally** approved public education institution program, the cost of the approved private Training Vendor's program will be based on occupational title, quadrant category and cost negotiation within the applicable quadrant category.

B. Individual Account Training Cap

The maximum cap for the Individual Training Account (ITA) is **\$10,000.00**.

C. ITA Amount for Occupational Training Areas

The ITA amount for each occupational training area is based on if the occupation is identified as High Wage/High Growth, High Wage/Low Growth, Low Wage/High Growth, and Low Wage/Low Growth.

The maximum ITA amounts are as follows:

- Occupations identified as High Growth/High Wage **up to and including \$10,000.00**
- Occupations identified as Low Growth/High Wage **up to and including \$7,500.00**
- Occupations identified as High Growth/Low Wage **up to and including \$5,000.00**
- Occupations identified as Low Growth/Low Wage **up to and including \$2,500.00**

The formula to determine whether an occupation is high wage/high growth, low/wage growth, etc. is based on the State of Florida LMI data for the fastest growing occupations within Region 23 by growth rate and salary rate. Annually, the average growth rate and average salary rate will be determined for the identified occupations, sorted by growth rate and average salary, and then placed in the appropriate category.

D. ITA Voucher

A voucher will be issued covering up to and including 50 percent of the maximum approved ITA amount. In order for the voucher to be submitted for payment, the actual start date must be entered in SAMS and the participant must attend class for 14 consecutively scheduled classes. The 14-day period begins to run by entering participant information in SAMS, such as actual start date and length of program.

Upon the participant's completion of up to and including 50 percent of the training program, a voucher will be issued for the remaining maximum ITA amount. **Note: The payment of the** remaining amount is contingent on the Training Vendor's submission to the applicable Service Provider of documentation evidencing the participant's attendance records.

All vouchers must be issued within the same Program Year in which service(s) was/were rendered.

Please refer to the SFWIB Performance Reporting Requirements Policy & Procedures for more information.

VIII. Duration of Training for Individual Training Accounts

Individual Training Accounts can only be used to cover the cost of **up to and including** one year of training. This is a lifetime limit.

Exception: Those programs that the SFWIB have identified as targeted industries are exempt from the one-year limitation.

If the SFWIB participant's training cost is covered by another funding source, for example, Pell Grants or scholarships, of the maximum ITA amount approved only **up to and including** \$2,000 may be issued via voucher to offset the costs of books, certification examination/testing fees, etc., for **up to and including** one year of training. Note that this \$2,000 sum is not separate from the approved maximum ITA amount.

SFWIB participants that elect a training program that is more than one year in length, i.e., an Associate in Science (A.S. Degree) program, will be responsible for all training costs beyond the one year covered by the ITA.

Associate of Arts (A.A. Degree) and Bachelor Degree programs are not covered by ITAs.

IX. Financial Aid

A. Pell Grants

All SFWIB participants requesting training using an ITA are required to apply for the Pell Grant (Title IV) by completing the Free Application for Federal Student Aid (FAFSA).

SFWIB participants pending PELL Grant approval/award may be enrolled in training through an ITA voucher. If subsequently awarded, the Pell Grant proceeds will be applied toward the tuition costs, with the ITA paying only for costs in excess of the Pell award. In the case that the Pell award covers the cost of the training, the Training Vendor will reimburse SFWIB the amount of tuition paid by SFWIB.

B. Other Financial Aid/Student Loans

If a SFWIB participant has another grant or scholarship, the ITA funds will be available only after the other grant or scholarship has been utilized.

SFWIB participants that elect to attend training programs may be required to obtain student loans and/or other grants to cover the cost of the program that they wish to enroll in if the ITA amount and the Pell Grant, if eligible for Pell, do not cover the full cost of the program. If the SFWIB participant is not Pell eligible, or the school or program is not Title IV eligible, the SFWIB participant will be required to obtain student loans and/or other financial aid to cover the cost of the program not covered by the ITA amount. SFWIB will not be responsible for any debts that a SFWIB participant incurs.

X. Limitations

- 1) Only one training program per SFWIB participant can be paid through the ITA; participants are limited to one lifetime ITA.
- 2) The SFWIB participant must enroll in school half-time or full-time as defined by the Training Vendor.

- 3) The ITA can only be used for courses that are specifically required for the program of study.
- 4) SFWIB will only pay once for each required class in an approved training program. SFWIB will not pay for re-takes. This one-time payment includes remedial courses.
- 5) SFWIB will only pay once for each required certification examination.
- 6) In the case of those occupational training areas where the State licensing and/or certification examinations are offered only in the English language, SFWIB participants enrolled in such training shall be taught in English.
- 7) Associate of Arts (A.A. Degree) and Bachelor Degree programs are not covered by the Individual Training Account.

XI. Service Account Management System (SAMS)

Approved SFWIB Training Vendors shall utilize the SFWIB SAMS Training Vendor screen to submit information on training status (drop, withdrawals, Pell information, etc.), attendance, training progress, placement, credential attainment information and performance information on a regular basis. The Training Vendor will provide credential information to the Service Provider and any follow-up data required.

Service Provider case managers shall track SFWIB participants' training performance through SAMS.

Please refer to the SFWIB Performance Reporting Requirements Policy & Procedures for more information on the responsibilities of Training Vendors and Service Providers relevant to SAMS data reconciliation.

XII. Performance Measures

Training Vendors that agree to accept ITAs from SFWIB will be required to meet a **minimum of two of the listed** SFWIB performance standards. The table below lays out the performance measures.

Performance Measure	Performance Standard
Completion Rate	70%
Placement After Training	70%
Training-Related Placement	70%
Economic Benefit Per Placement	Quadrant Benchmark
Low Growth / Low Wage	\$14,785
High Growth / Low Wage	\$12,493
Low Growth / High Wage	\$31,542
High Growth / High Wage	\$29,201

A. Completion Rate

This measure examines the percentage of participants who successfully complete training in an approved SFWIB program.

B. Placement after Training

This measure examines those SFWIB participants who completed training and have been placed in unsubsidized employment within **180** days of training completion.

C. Training-Related Placements

This measure examines those SFWIB participants who completed training and obtained unsubsidized employment within **180** days of completion in a training-related occupation.

D. Economic Benefit per Placement

This measure examines the percentage of the return on investment per approved training program for each participant placed. **The approved program must meet and/or exceed the standard economic benefit per placement by quadrant.**

E. Subsequent Eligibility

For an approved training program to be considered for renewal, the program must meet or exceed a minimum of two of the performance measures. Programs neither meeting nor exceeding a minimum of two of the measures will be removed from SFWIB's approved offerings list. For a removed program to return to the approved offerings list, that program must be resubmitted for a programmatic review and Board-approval a year from the date of removal.

XIII. Roles and Responsibilities

Training Vendors and Service Providers are required to input data relevant to each of the above measures into SAMS. Additionally, Vendors and Providers are required to input wage data per placement into SAMS. Note that supporting documentation for each system entry must be readily available for review. Please refer to the SFWIB Performance Reporting Requirements Policy and Procedures for more information.



8.

SFWIB – Economic Development & Industry Sector (EDIS) Committee

December 16, 2010

Approval of a Training Provider Subsequent Eligibility Policy

RECOMMENDATION

The EDIS Subcommittee recommends to the EDIS Committee to recommend to the Board the approval of a Training Provider Subsequent Eligibility Policy.

BACKGROUND

The EDIS Subcommittee met on November 18, 2010, reviewed the attached Training Provider Subsequent Eligibility Policy, and recommended the policy for the EDIS Committee’s consideration.

The Workforce Investment Act of 1998, Section 122 requires Training Providers to submit verifiable program-specific information so that the Local Board can determine the subsequent eligibility of approved training programs. The program-specific information consists of the following:

1. the program completion rates for all individuals participating in the applicable program conducted by the provider;
2. the percentage of all individuals participating in the applicable program who obtain unsubsidized employment, which may also include information specifying the percentage of the individuals who obtain unsubsidized employment in an occupation related to the program conducted;
3. the wages at placement in employment of all individuals participating in the applicable program; and
4. the rates of licensure or certification, attainment of academic degrees or equivalents, or attainment of other measures of skills, of the graduates of the applicable program.

The proffered policy details SFWIB’s approach to determining the subsequent eligibility of an approved training program.

At the November 18, 2010, EDIS Subcommittee meeting, this item was discussed and the subcommittee recommended forwarding its recommendation to the EDIS committee for action.

Attachment

TITLE:

Training Provider Subsequent Eligibility Policy

PURPOSE:

To provide South Florida Workforce Investment Board (SFWIB) stakeholders with guidance regarding the determination of the eligibility of a Training Provider to continue to receive funds for a program after an initial period of eligibility.

STATUTORY SOURCE:

Workforce Investment Act of 1998, Section 122 (c) Subsequent Eligibility Determination and Section 122 (d) Performance and Cost Information.

The SFWIB has been chartered by the State of Florida to craft and oversee a workforce development system that is responsive to the needs and concerns of both employers and jobseekers in Miami-Dade and Monroe Counties. SFWIB acts as the administrative entity for implementation of several federal and state-funded programs including the Workforce Investment Act of 1998 (WIA), Workforce Innovation Act of 2000 and the Welfare Transition Program. Using these funds, SFWIB contracts with other entities to provide employment and training services.

POLICY:**Reconciliation**

Each SFWIB Training Provider must submit **monthly** training performance data for each approved program of study in order to continue receiving Individual Training Account vouchers. The data must be reconciled with training performance data gathered by Career Center Service Providers, thereby eliminating all identified discrepancies. SFWIB staff matches the training performance data to the state unemployment insurance wage records, when available, or to Employ Florida Marketplace (EFM) and to documentation maintained in the participant's Career Center file or at the Training Provider's facility.

SFWIB's Office of Continuous Improvement will conduct data validation of the performance levels reported by the Training Provider. Upon completion of data validation, Office of Continuous Improvement (OCI) staff prepares a report that details all findings and requests a response in the form of a corrective action plan from the Training Provider within twenty (20) business days. Upon receipt of the corrective action plan, the SFWIB OCI Supervisor has thirty (30) days to review and render a decision regarding the Training Provider's corrective action plan. SFWIB OCI staff also conducts a follow-up review to determine whether the approved corrective action plan was implemented by the Training Provider and whether the identified findings were remedied.

Training Providers must submit a Reconciliation Report to SFWIB by the 10th of each month. The Reconciliation Report must include the following:

1. The completion rates for all individuals participating in the applicable program conducted by the Training Provider;
2. The percentage of all individuals participating in the applicable program who obtain unsubsidized employment within 180 days from graduation;
3. The percentage of all individuals participating in the applicable program who obtain unsubsidized employment in an occupation related to the program conducted within 180 days from graduation;
4. The wages at placement in employment of all individuals participating in the applicable program; and
5. The rates of licensure or certification, attainment of academic degrees or equivalents, or attainment of other measures of skills such as industry-recognized occupational skills, of the graduates of the applicable program.

The goal of the reconciliation process is to improve the credibility of the data entered into the applicable management information system.

Performance Measures

All Training Provider Agreements will require Training Providers to satisfy a minimum of two of the following performance measures:

Performance Measure	Standard
Completion Rate	70%
Placement After Training	70%
Training-Related Placement	70%
Economic Benefit Per Placement	Quadrant Benchmark
Low Growth / Low Wage	\$14,785
High Growth / Low Wage	\$12,493
Low Growth / High Wage	\$31,542
High Growth / High Wage	\$29,201

1. *Completion Rate* - This measure examines the percentage of participants who successfully complete training in an approved SFWIB program.
2. *Placement after Training* - This measure examines those SFWIB participants who completed training and have been placed in unsubsidized employment within **180** days of training completion.
3. *Training-Related Placements* - This measure examines those SFWIB participants who completed training and obtained unsubsidized employment within **180** days of completion in a training-related occupation.

4. *Economic Benefit per Placement* - This measure examines the percentage of the return on investment per approved training program for each participant placed. The quadrant benchmarks will be revised on an annual basis.

Subsequent Eligibility

An annual performance evaluation will be conducted to determine whether each Training Provider's approved program met SFWIB's performance standards during a Program Year (PY), July 1st to June 30th. In January of each year, OCI will commence its review of submitted performance data to determine program eligibility for the next program year. The population of participants subject to the review are those who received Individual Training Account vouchers who completed course/program requirements or were dropped from a course/program during the evaluation period.

For an approved training program to be considered for renewal, the program must meet or exceed each performance measure as determined by OCI during the annual performance evaluation. Programs neither meeting nor exceeding each measure will be removed from SFWIB's approved offerings list at the beginning of the next PY.

For a removed program to return to the approved offerings list, that program must be resubmitted for a programmatic review and Board-approval a year from the date of removal.