



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

EXECUTIVE COMMITTEE MEETING

**Tuesday, August 3, 2010
8:15 A.M.**

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

AGENDA

1. Call to Order and Introductions
2. Approval of Executive Committee Meeting Minutes
 - A. May 6, 2010
3. Information – SFWIB Strategic Planning Meeting Recap
4. Information – EDIS Subcommittee Update
5. Information – Miami-Dade County Public Schools’ ARRA Funding Request Update
6. Discussion – SFWIB Occupational Supply/Demand Matrix Update

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2.

SFWIB - Executive Committee

August 3, 2010

MINUTES OF SFWIB EXECUTIVE COMMITTEE May 6, 2010

South Florida Workforce Investment Board
 Executive Committee Meeting
 May 6, 2010, at 8:15 A.M.
 South Florida Workforce Investment Board Headquarters
 7300 Corporate Center Drive, 5th Floor - Conference Room 3

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE	EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
1. Adrover, Bernardo, <i>Chair</i> 2. Fils-Aime, Sr., Daniel 3. Gaber, Cynthia 4. Giles, Regina 5. Marinelli, Frederick 6. Piedra, Obdulio	7. Ferradaz, Gilda 8. Gibson, Charles A. 9. Harder, Jackie 10. Perez, Andy 11. West, Alvin, <i>Vice Chair</i> SFW STAFF Beasley, Rick Edwards, Phillip Glancy, Anne Jean-Baptiste, Antoinette Hernandez, Juan Kavehersi, Cheri	1. One attendee present (unknown name)

Agenda items are displayed in the order they were discussed.

1. Call to Order

Mr. Bernardo Adrover, SFWIB Chair, called the meeting to order at 8:17 A.M and asked those present to introduce themselves.

2. Approval of Executive Committee Meeting Minutes of February 3, 2010

Mr. Piedra moved the approval of March 23, 2010 meeting minutes and motion was seconded by Ms. Giles; Minutes Passed.

3. Information – SFWIB Strategic Retreat Update

Mr. Beasley discussed the item and informed the members of the correct date for the Strategic Retreat. The Retreat is officially scheduled for May 21, 2010 at 9:00am and will be located at Miami Dade College, InterAmerican Campus. Don Upton, President of Fairfield Index Group will be the facilitator to assist with creating short and long term goals.

Mr. Adrover wanted to know who will be invited other than the Board members and will the Board receive prior feedback on what will be discussed at the retreat.

Mr. Beasley responded the attendees will include economic developers and members from the community. He also said that Mr. Upton is gathering information from SFWIB and reviewing the current strategic plan in preparation for the retreat. In addition, a conference call is scheduled with him, Mr. Upton and Mr. Adrover to go over the topics for discussion at the retreat.

Mr. Adrover asked if there are any suggestions.

Mr. Piedra suggested including economic forecast preferably from the Federal Reserve Bank. The contact person is Ana Gustauda or Juan Del Busto. He also recommended educational partners and members from the chambers to also attend the meeting.

Mr. Beasley requested from the Board to donate resources to purchase food for the retreat since Workforce Boards can no longer use their dollars for any food or beverages for Board members.

Mr. Piedra recommended the following:

- Meeting name changed from “Strategic Planning Retreat” to “Strategic Planning Meeting” to avoid misinterpretation.
- Getting sponsors for food and beverages

Adrover concluded this item by stating, “We need to find the resources to purchase lunch and provide the committee with an update.”

4. Information – Training Waitlist Update

Mr. Beasley presented the item and provided the following updates on Training Waitlist:

- 94 - In training
- 118 - In Intensive Service
- 127 - WA Eligible

Mr. Piedra had some concerns regarding funding availability. He wanted to ensure there’s sufficient funding to train those that are on the wait list. He suggested adding a column that says, “Available Funding” to replace the 6th column in the report. Additionally, he wanted know how many customers are enrolled and have completed training thus far.

Ms. Giles suggested that there should be uniformity with regards to how ‘waiting list’ is defined and procedurally done; all providers should have the same definition and procedure.

Piedra also recommended creating a call center in order to have a consistent process where calls are screened to determine eligibility then routed to appropriate career center.

Ms. Giles reiterated to work with our providers to make sure they are on the same page.

5. Information – EDIS Subcommittee Update

Mr. Beasley discussed this item and informed Committee that the subcommittee members have been contacted to get their availability dates for the first meeting to be scheduled sometime this month (May). He also mentioned that there will be three subject matter experts attending the meeting.

Mr. Adrover asked for the names of the Board members that will be part of this new subcommittee. Mr. Beasley provided him with the names.

6. Information – Local Jobs for America Act

Mr. Beasley went over the ‘Local Jobs for America Act’ summary handout and informed the members of a new initiative that would put one million people to work in both public and private sectors to help boost up the economy. The following summary was provided:

- \$23 billion dollars to create or retain jobs in education and jobs to modernize or repair educational facilities.
- \$75 billion in federal assistance to state and localities toward a Local Community Jobs Program for over two years so that the program would immediately reduce unemployment, ensure localities can maintain critical services and provide necessary economic stimulus to local communities.

Mr. Beasley recommended writing a letter of support to our Congressional Delegation. However, Mr. Marinelli commented that it may not make a difference if a letter is sent.

Mr. Adrover agreed with Mr. Beasley to write the letter.

7. Action – Miami-Dade County Public Schools’ ARRA Funding Request

Mr. Beasley informed the committee that this item was previously discussed at the Youth Council meeting in which the Council came to an agreement that SFWIB will not provide Miami-Dade County Public Schools (M-DCPS) school district additional funds to cover overages. This item was presented again to request the Executive Committee’s suggestions and considerations on the following two issues mentioned in agenda item#7:

- (1) Whether SFWIB should grant MDPS’ request for a line item adjustment for additional full time and par-time staff member costs required to meet program activities.
- (2) Whether SFWIB should eliminate \$116, 847.60 in disallowances based on the pre-assessment review.

Mr. Marinelli asked, “What are we giving them and were services provided?”

Mr. Beasley’s responded \$375,000-\$500,000 of cost to cover overages from SFWIB and services were provided, but the contractual piece wasn’t fully complied with.

Mr. Adrover asked if this is due to technicalities and Mr. Beasley responded that the school district was required to serve 3,200, but they only served 2,700.

Mr. Piedra suggested that the disallowance cost should not be waived at all.

Mr. Marinelli commented that he doesn’t have a problem giving the district the opportunity to correct their mistakes; however, the disallowance cost, as a governmental entity, is responsible for their own cost.

Mr. Adrover agreed that the Executive Committee recommends the approval of issue #1 to be review by the Board and there will be neither recommendation nor approval for issue # 2.

Mr. Piedra moved the item, but asked what the cost would be.

While waiting on the cost, Mr. Adrover asked about the pre-assessment. Mr. Beasley responded saying the pre-assessment was done.

Ms. Morgan, Youth Program Manager, entered the room to further explain the process and issues regarding this item.

Adrover was concerned about the post review of 10% of files that wasn't conducted and Mr. Beasley responded the 10% doesn't have anything to do with the \$116,000.

Ms. Giles also agreed that it has no correlation and recommended SFWIB to send a response letter to M-DCPS clarifying that the post assessment of 10% has no relationship with the \$116,000 and to also inform them of when a post assessment will be conducted.

In regards to Mr. Piedra's earlier question on how much the cost would be Mr. Beasley's response was \$527,000.

Adrover ended the meeting saying since there's not enough information to make a decision, he recommended this item be heard again by Youth Council for review and come back with recommendations so that it can be forwarded to the full board.

Meeting adjourned at 9:33am.



3.

SFWIB – Executive Committee

August 3, 2010

**SFWIB Strategic Planning Meeting
Recap**

Information Item

BACKGROUND

On May 21, 2010, the SFWIB held its annual Strategic Planning Session at Miami Dade College's InterAmerican campus. Twenty Board members attended the one-day, six-hour Session hosted by Don Upton, President of Fairfield Index, Inc. During the Session, the Board members, in collaboration with staff, formed seven strategic goals for Region 23:

- Premier Florida Provider of Employment and Career Training;
- Strong, Timely Reporting Standards for End User Customers and Providers of Services;
- Improved Digital Literacy;
- Celebrated, Benchmark Leader in Best Practices;
- Dedicated Commitment to Youth Participation in the 21st Century Economy;
- Effective Demand Driven Management; and
- State leader in Collaborative Partnerships.

The above goals are expected to influence the Board's future policy discussions and decisions. Attached for the members of the Committee to review is Mr. Upton's report summarizing the findings of the Strategic Planning Session.

Attachment

SUMMARY

The Board of Directors of South Florida Workforce convened for a Strategic Planning Workshop at the InterAmerican Campus of Miami-Dade College on May 21, 2010. Over 22 Board members participated. The six-hour session focused on the Board Team's aspirations for the Miami-Dade market and drafting of seven strategic goals to guide the regional workforce board's work in the future. Board Chair, Bernardo Adrover, asked participants to focus on a three-year period of work. To assist staff in considering operational planning, the Board Team identified a number of achievements and actions that support progress to goals. The Board Team worked in plenary discussions and small groups as they narrowed and consolidated their work. These workshop notes are designed to document areas of general consensus and organize work product into a planning template that can guide staff, resource allocation, tracking, and ultimate approval as strategic policy. The Strategic Planning Workshop also included a briefing on the new Workforce Florida, Inc. Strategic Plan, titled **Creating the Strategy for Today's Needs and Tomorrow's Talent**. Just days prior to the workshop, the Workforce Florida Board reviewed their strategy and approved a fully integrated operating plan so South Florida Workforce was provided with an updated view. The Board Team reviewed Workforce Florida's six strategic goals and 14 operating plans and identified a number of areas where mutual benefits or alignment may be possible. USING THIS DOCUMENT – The Board Team desires workshop notes that provide clarity on outcomes and next steps rather than the details of process. Raw results from small group discussions and small group workbooks have been captured in full as a historical and contextual resource, and are found in Appendix A. The planning workshop was not a policy session; however, it is expected that the work product in this document will lead to policy level decisions about a three-year strategy in the coming weeks.

How the Day of Work Was Managed

WELCOME | 9:00 AM

Mr. Bernardo Adrover, Chair

PURPOSE OF THE WORKSHOP AND QUESTIONS THAT MUST BE ANSWERED

Adrover

- Are there areas of subjects where we need more information/training to be a high-performance board?
- What are our strategic goals for the next three years?
- What does the staff team need to know in order to help us advance our strategic goals?
- What questions should we pose to our guest expert speaker from the federal reserve?
- What are our shared aspirations for and assessments of the market we serve?
- Are there areas in the state-level strategic plan that are of special interest to our BoardTeam?
- Would like to turn to Andy Perez during state briefing for comment/context

BUSINESS OF THE DAY

Mr. Don Upton, President - Fairfield Index, Inc.

SELF INTRODUCTIONS AND FORMATIVE QUESTIONS

Upton and Board Team

MOST PRESSING ISSUES AND TRENDS:

What Our Board Team Must Understand and Confront

Upton and Board Team

STATE OF THE WORKFORCE BOARD

Mr. Rick Beasley, Executive Director

SOME RULES OF THE ROAD ON ENTERPRISE GOALS PLANNING

Upton

BRIEFING ON AND DISCUSSION OF STATE-LEVEL STRATEGIC PLAN: *Creating the Strategy for Today's Needs and Tomorrow's Talent*

Upton, Mr. Andy Perez and Board Team

ROUND 1: Enterprise Goals Planning
Board Team (Small Groups with Workbooks)

ROUND 1 Results
Upton and Board Team

Review Key Inquiries for Lunch Speaker
Upton and Board Team

LUNCH SPEAKER | 12:00 pm
Mr. Lon Lazzeri | Public Information, Federal Reserve Bank – Miami Branch

ROUND 2: Enterprise Goals Planning
Board Team (Small Groups)

ROUND 2 Results
Upton and Board Team

ROUND 3: Enterprise Goals Planning/Operational Information
Board Team (Small Groups)

ROUND 3 Results: Outlining a Framework for Action/Next Steps/Making Policy Decisions in the Future
Upton and Board Team

SUMMARY AND USE OF UPCOMING WORKSHOP NOTES
Adrover and Upton

Adjourn | **3:45 pm**
Adrover

**Shared Aspirations for the Market
We Call Miami-Dade County**

Working in the context of 10 years of investment and progress, the Board Team shared their personal aspirations for Miami-Dade and Monroe Counties. They were encouraged to work outside the boundaries of South Florida Workforce bylaws and mission to touch on what mattered most or best illustrated success. In many cases, the regional workforce board connected directly to the aspirations or was an indicator in its own right of a

strong market. The Board Team reached a general consensus on the following, interrelated attributes:



Miami-Dade thrives based on its global connections, its key geographic location, and its capacity to engage in commerce on an international basis.



Miami-Dade is a decisive force in building Florida's economic power and global leadership in target industries, playing a critical role in the state's reputation as a destination for talent, capital investment, and international commerce.



Led by South Florida Workforce, the civic community understands the impact programs have on individuals and families.



The collaborative environment in the county is very strong and responsive to changing conditions – Agencies, local governments, and not-for-profits have a shared agenda and targets.



Workforce delivery systems, including service providers and all elements of the education system, have proven to be flexible and responsive to new markets, new businesses and new opportunities.



The base of talent and creativity is young, educated, and capable of retraining as economic and employee conditions change.



Residents have better access to jobs, housing, healthcare, education, and entertainment because transit, housing, and land use policies are better integrated.



Wages are higher.



The middle class has stabilized and provides renewed entrepreneurial strength – Family wealth and reinvestment in the community is up.



Digital and technical literacy has leaped.



Miami-Dade is a leader in matching technical and skills certification with the specific talent needs of employers – Employers are satisfied with their access to talent and the services used to prepare and deliver the talent.



Miami-Dade is a best business model for community action to improve career paths, wealth, and business competitiveness – South Florida Workforce is a best business model for talent supply chain management .

In the planning conversations that followed, these aspirations were used as guides to shape strategic goals.

What are We Saying About our Enterprise Today, When Asked?

During his “State of South Florida Workforce”, Executive Director Rick Beasley provided a number of key messages he uses with leaders that also served as guides. They included a number of important standards or values:

- ▶ We operate and measure ourselves the context of being the best regional workforce board
- ▶ We recognize the need to be agile and efficient in deployment of resources
- ▶ We emphasize and demonstrate transparency
- ▶ We have a culture and system of accountability
- ▶ We are effective

Strategic Goals Guidelines

The Board Team discussed and drafted Strategic Goals with the following guidelines in mind – Goals that:

- **support and elaborate on the mission of the organization;**
- **are achievable;**
- **utilize adjectives in order to promote measurement and definitions;**
- **should be defined by achievements;**
- **should demand proof of concept;**
- **challenge staff experts to write operating plans;**
- **overlap and interrelate to create a balanced scorecard; and**
- **identify and leverage collaborative partners and missing resources.**

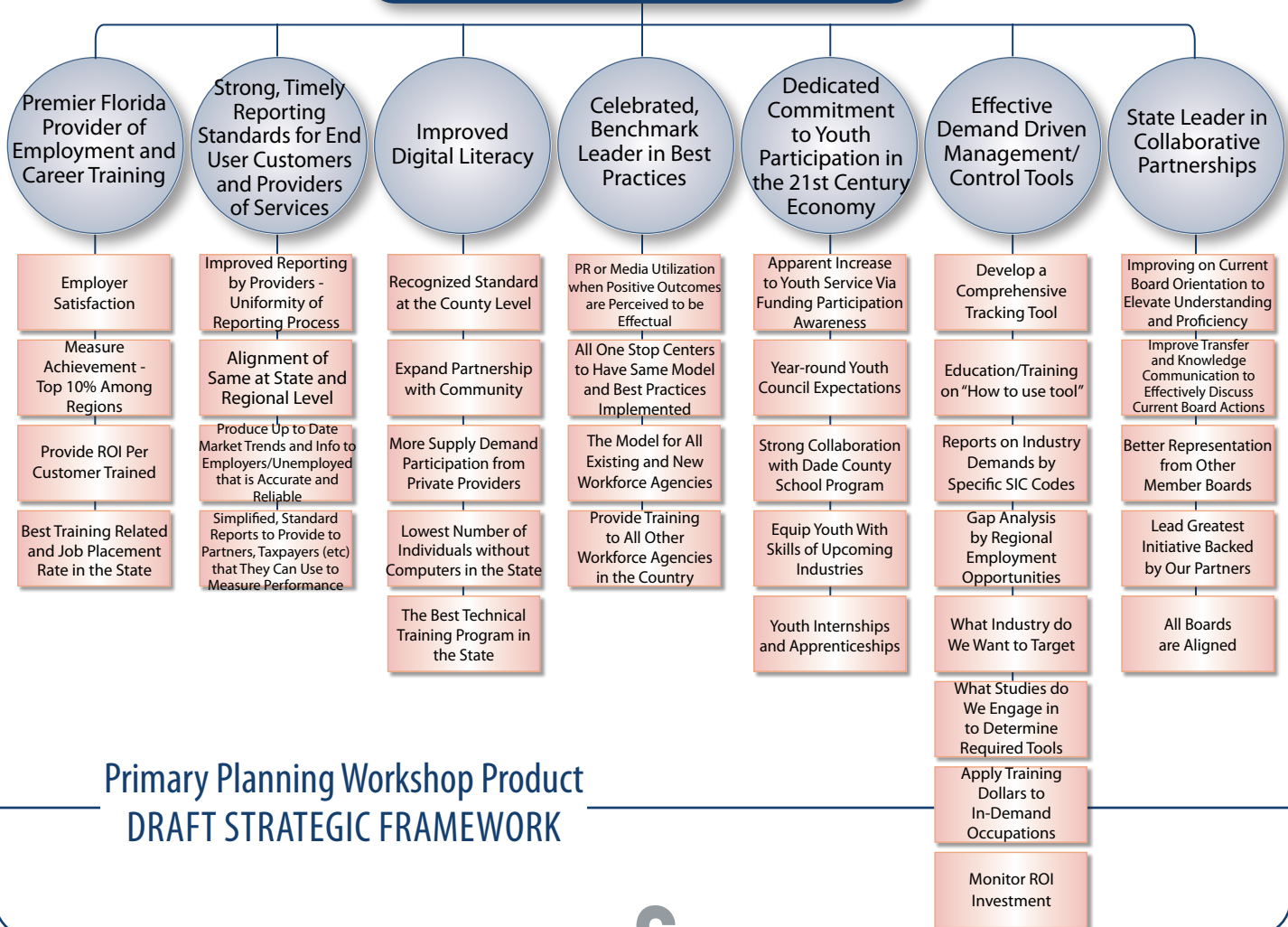
Details on the Seven Draft Strategic Goals

Round 1 of small group work produced at least 17 draft strategic goals. After a period of comparison and integration, they were narrowed to seven. The Board Team was faithful in their use of adjectives and followed up in later rounds by identifying potential achievements that would serve to advance to goals (see Appendix A). As participants and other Board members review the strategic goals, the following expectations have been set:

- ▶ **Premier Florida Provider of Employment and Career Training** (*Vital to connecting our work to making Miami-Dade and Monroe a global business hub + must focus on transferable skills in the 21st century*)
- ▶ **Strong, Timely Reporting Standards for End User Customers and Providers of Services** (*Accuracy and consistency matters most + linkage to job seeker success*)

- ▶ **Improved Digital Literacy** (A “table stake” for residents + must find best ways to show progress at the neighborhood level and translate impacts to board level)
- ▶ **Celebrated, Benchmark Leader in Best Practices** (South Florida Workforce plays an institutional/test bed role for Florida and the U.S.)
- ▶ **Dedicated Commitment to Youth Participation in the 21st Century Economy** (Ensures a longer strategic view + elevates youth to recurring board review)
- ▶ **Effective Demand Driven Management Control** (Ensures linkage to employer needs + enhances internal tracking systems + improves accountability tools in South Florida Workforce + allows for change/flexibility as industry evolves)
- ▶ **State Leader in Collaborative Partnerships** (Requires a carefully staged, timed process: Step 1 – develop practices and agreements that enable the South Florida Workforce to speak with one voice; Step 2 – build collaborative partnerships with and map to all partners in civic community; and Step 3 – leverage civic alignment for state leadership)

South Florida Workforce Investment Board's core purpose is to improve the quality of life through a workforce well-equipped to meet industry demand



Primary Planning Workshop Product
DRAFT STRATEGIC FRAMEWORK

**Areas of Potential Alignment
 with Workforce Florida**

The Board Team worked in small groups to identify strategic goals and/or projects in the new Workforce Florida, Inc. strategic plan where alignment and cooperation could produce mutual benefits. It will be important for South Florida Workforce to follow up on the following where at least three of four small groups found opportunities:

PROJECT A	<i>Supply and Demand Analysis for Target Industry Clusters and Infrastructure Innovators</i>
PROJECT B	<i>Customer Satisfaction Assessment, Participation and Indexing</i>
PROJECT C	<i>Communication and Marketing of Success [Specifically Customer Satisfaction with Workforce Delivery]</i>
PROJECT E	<i>Excellence in Leveraging and Providing Workforce Readiness to Low Income Individuals, Displaced and Underskilled Adults, Disconnected Youth and Recipients of Temporary Assistance for Needy Families (TANF) as Well as Balanced Scorecard Resources, and Continuous Orientation for All</i>
PROJECT M	<i>Competent, Well Trained and Ready Staff</i>

All areas of small group interest are found in Appendix B.

Next Steps

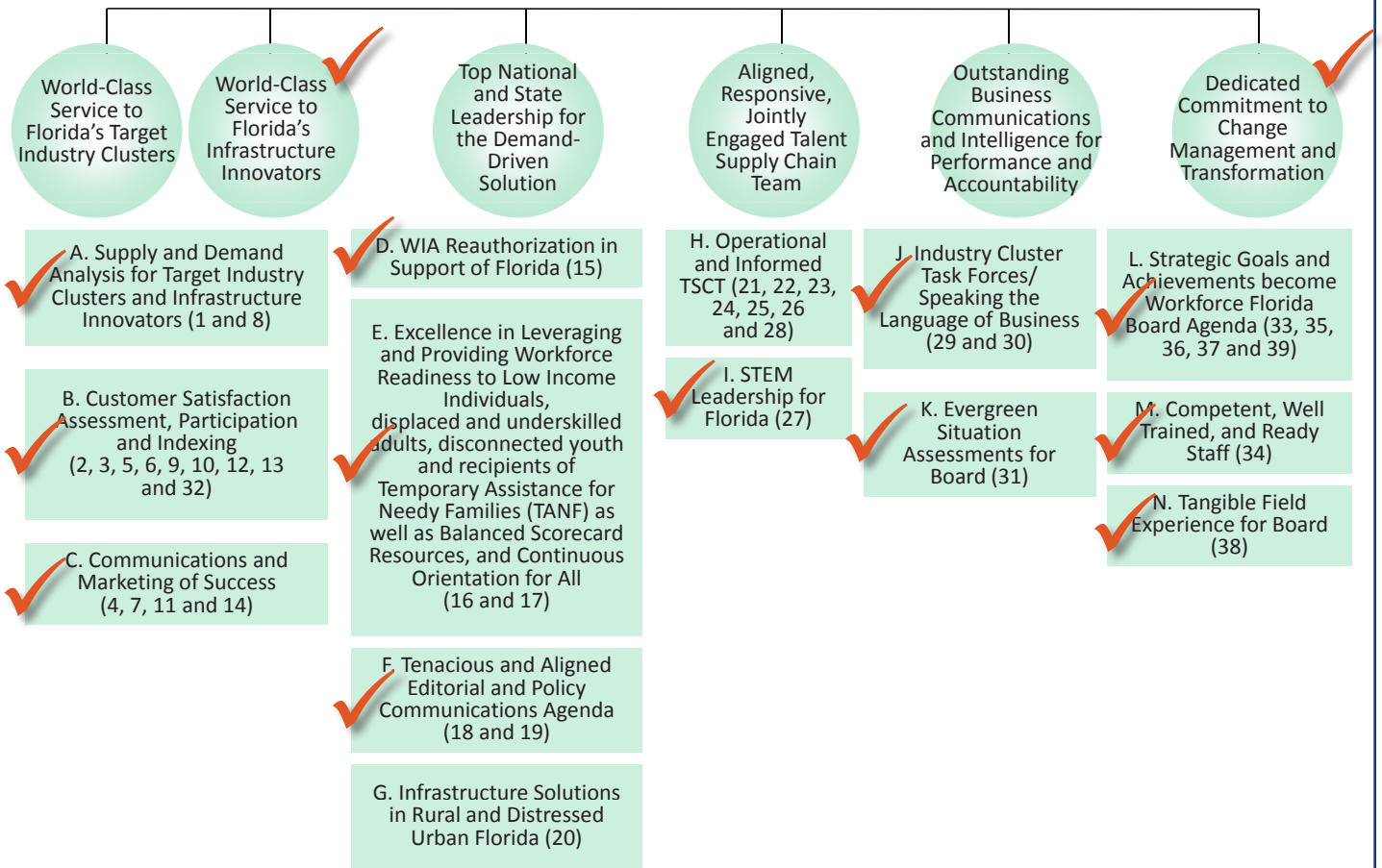
Fairfield Index recommends the next steps:


- 1.** Share Workshop Notes with Full Board in Draft Form
- 2.** Make a Briefing Call or Agenda Item Available for Follow-ups, Clarifications and Edits
- 3.** Close Comment Period
- 4.** Commission Staff to Evaluate Draft Achievements and Stage Over Three Years
- 5.** Approve Strategic Goals and Updated Achievements as Policy
- 6.** Commission Investigation of Benefits of Alignment in Target Projects at State Level
- 7.** Provide Operating Plans In Support of Strategic Goals
- 8.** Restage Board Books, Management Systems, and Orientations in Context of New Strategic Plan

APPENDIX A | Comprehensive List of Draft Strategic Goals

- ▶ Developing world class talent pool that is locally marketable
- ▶ Internal unified voice which reveals commitment ownership and proficiency
- ▶ Premier provider of employment and training services in the state
- ▶ Dedicated commitment to increase youth participation in 21st century workforce
- ▶ Improved leadership leveraging with partnering educational and economic development agencies and municipalities
- ▶ Demand-driven performance metric measurement controls system
- ▶ State leader in collaborative partnerships
- ▶ Strongest/timely reliable/accurate reporting standards in industry
- ▶ Recognized and celebrated leader in best practices
- ▶ Improve digital literacy skills in region
- ▶ Improve graduation rates at high school, vocational and collegiate levels
- ▶ Collaborate with economic development agencies to develop regional workforce goals
- ▶ Become a global business hub by improving quality of our workforce
- ▶ Promote demand-driven job training
- ▶ Community outreach to educate public on workforce services for jobseekers and businesses
- ▶ World-class talent pool that is locally marketable
- ▶ Identifying and equipping the local workforce with 21st century jobs skills that are transferable across occupational sectors

APPENDIX B | Comprehensive List of Possible Areas of Alignment



 = Small Group Target



4.

SFWIB – Executive Committee

August 3, 2010

EDIS Subcommittee Update

Information Item

BACKGROUND

The EDIS Subcommittee held its inaugural meeting on May 24, 2010. Adult continuing education subject matter experts Max Ketterman, Project Director, Commission for Independent Education, Florida Department of Education (DOE) and John McNeely, State College Liaison, Career and Adult Education, DOE, participated via teleconference. During that meeting, members of the Subcommittee reviewed a Standardized Refund Policy, a Training Vendor Performance Reporting Policy, a Training Vendor Performance Chargeback Policy and statutory and regulatory provisions governing providers of training services.

It was the recommendation of the Subcommittee to move the Refund Policy to the EDIS Committee. Accordingly, the Refund Policy was presented to the EDIS Committee at its June 16, 2010 meeting. The EDIS Committee recommended the Policy for Board-approval, and the Board subsequently approved the Standardized Refund Policy at its June 17, 2010 meeting.

Moreover, the Subcommittee recommended that staff collaborate with SFWIB-approved Training Vendors to discuss fine-tuning the Training Vendor Performance Reporting Policy and the Chargeback Policy. Thus, staff presented those policies to the Training Vendors on May 25, 2010 and June 11, 2010 for discussion. Training vendor input gathered from those meetings has influenced staffs' revisions to the Chargeback and Performance Reporting Policies. The EDIS Subcommittee will consider both the revised Chargeback and Performance Reporting Policies at its next meeting.



5.

SFWIB – Executive Committee

August 3, 2010

**Miami-Dade County Public Schools’
ARRA Funding Request Update**

Information Item

BACKGROUND

In an April 29, 2010, letter to SFWIB, MDCPS requested \$527,021 for staff costs incurred as a result of deficiencies in the operation of the Summer Youth Employment Program and the elimination of \$116,847.60 in disallowances based on the pre-assessment review. Both of those requests were presented to the Executive Committee at its May 6, 2010 meeting for the Committee’s input. With regard to the staff costs request, the Executive Committee determined that that issue be brought for the Youth Council’s consideration at the Council’s June 17, 2010 meeting. The Executive Committee noted that MDCPS staff is welcome to attend that meeting to assist the Youth Council in its decision-making process. With regard to the disallowance issue, the Executive Committee, in accord with staff feedback, determined that SFWIB does not have the liberty to eliminate the disallowed costs as it would be inconsistent with federal and state law.

Hence, MDCPS’ \$527,021 staff costs request was presented to the Youth Council on June 17, 2010. Representatives from MDCPS attended the meeting and voiced their opinions concerning the operation of the 2009 ARRA Summer Youth Program. It was the consensus of the Youth Council to grant MDCPS’ request. SFWIB staff is in the process of finalizing the issuance of payment to MDCPS.



6.

SFWIB – Executive Committee

August 3, 2010

SFWIB Occupational Supply/Demand Matrix Update

Discussion Item

BACKGROUND

At its February 18, 2010 meeting, the SFWIB approved an 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 this Policy, Individual Training Account (ITA) vouchers are issued based on occupational demand, thereby improving post program completion job-placement numbers.

Methodologically, as set forth in the Policy, each occupation on the Region’s Targeted Occupations List (TOL) is analyzed to determine its short- and long-term supply/demand rate and annual growth. Based upon that analysis, the following actions are taken: occupational titles failing to meet the Region’s median short-term supply/demand rate, median long-term supply/demand rate, and the Annual Growth Percentage rate, are placed in a training moratorium for one year; ITA vouchers will not be issued for training programs linked to those occupational titles; and occupations failing to meet two of the three criteria (short/long-term supply/demand rate and the Annual Growth Percentage rate) are placed on a watch list for six months.

On July 16, 2010, SFWIB staff updated the Supply/Demand Policy matrix to reflect current data. Under the updated matrix, 22 occupational titles are subject to the one-year Moratorium and 29 occupations are subject to the six-month watch list. Furthermore, based on the matrix, 74 occupational titles are classified as low growth/high wage, 34 as low growth/low wage, 27 as high growth/high wage and 7 as high growth/low wage.

Attachments

Supply / Demand Matrix
2010-2011 Training List

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2009/2010	Number of Jobs in EFM 7/1/09-6/30/10	Annual Openings Base on LMI Data 2009-2017	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2009 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
132052	Personal Financial Advisors	52	0	125	132	0.42	0.39	2.46	\$ 28.40	High Growth	High Wage	Yes		
131071	Employment, Recruitment, & Placement Specialists	72	0	92	80	0.78	0.90	2.74	\$ 20.74	High Growth	High Wage	Yes		
131072	Compensation, Benefits & Job Analysis Specialists	20	0	18	18	1.11	1.11	1.37	\$ 26.18	Low Growth	High Wage	Yes		
351012	First Line Superv. of Food Preparation & Serving Workers	214	0	168	132	1.27	1.62	1.74	\$ 17.06	Low Growth	Low Wage	Yes		
312021	Physical Therapist Assistants	19	3	16	21	1.38	1.05	2.48	\$ 22.71	High Growth	High Wage	Yes		
291111	Registered Nurses	138	248	258	687	1.50	0.56	1.89	\$ 33.89	Low Growth	High Wage	Yes		
292011	Medical & Clinical Laboratory Technologists	29	8	22	21	1.68	1.76	-0.21	\$ 27.02	Low Growth	High Wage	Yes		
292031	Cardiovascular Technologists & Technicians	19	1	10	20	2.00	1.00	1.30	\$ 17.67	Low Growth	Low Wage	Yes		
491011	First Line Superv. of Mechanics, Installers & Repairers	102	1	48	88	2.15	1.17	0.98	\$ 29.29	Low Growth	High Wage	Yes		
431011	First Line Superv. of Office & Admin. Support Workers	459	14	203	267	2.33	1.77	0.56	\$ 23.67	Low Growth	High Wage	Yes		
173031	Surveying & Mapping Technicians	35	0	14	41	2.50	0.85	2.47	\$ 17.68	High Growth	Low Wage	Yes		
119111	Medical & Health Services Managers	113	21	51	53	2.63	2.53	2.13	\$ 52.51	High Growth	High Wage	Yes		
411011	First Line Superv. of Retail Sale Workers	680	2	250	311	2.73	2.19	0.40	\$ 21.62	Low Growth	High Wage	Yes		
493031	Bus & Truck Mechanics & Diesel Engine Specialists	79	4	25	61	3.32	1.36	1.02	\$ 22.22	Low Growth	High Wage	Yes		
433031	Bookkeeping, Accounting & Auditing Clerks	781	38	243	483	3.37	1.70	1.22	\$ 16.09	Low Growth	Low Wage	Yes		
471011	First Line Superv. of Construction & Extraction Workers	229	1	68	147	3.38	1.56	1.38	\$ 29.22	Low Growth	High Wage	Yes		
273031	Public Relations Specialists	84	0	24	60	3.50	1.40	1.35	\$ 27.24	Low Growth	High Wage	Yes		
232011	Paralegal & Legal assistants	243	42	76	141	3.75	2.02	2.51	\$ 23.64	High Growth	High Wage	Yes		
535031	Ship Engineers	4	0	1	62	4.00	0.06	1.24	\$ 36.01	Low Growth	High Wage	Yes		
151061	Database Administrators	90	3	23	18	4.04	5.17	2.67	\$ 33.39	High Growth	High Wage	Yes		
472044	Tile & Marble Setters	62	0	14	27	4.43	2.30	1.99	\$ 12.59	High Growth	Low Wage	Yes		
119151	Social & Community Service Managers	93	2	20	18	4.75	5.28	2.23	\$ 38.20	High Growth	High Wage	Yes		
151051	Computer Systems Analysts	134	7	28	123	5.04	1.15	2.55	\$ 33.45	High Growth	High Wage	Yes		

**Supply / Demand Matrix
2010-2011 Training List**

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2009/2010	Number of Jobs in EFM 7/1/09-6/30/10	Annual Openings Base on LMI Data 2009-2017	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2009 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
333051	Police & Sheriff's Patrol Officers	124	3	25	211	5.08	0.60	1.17	\$ 28.56	Low Growth	High Wage	Yes		
292055	Surgical Technologists	31	15	9	41	5.11	1.12	1.52	\$ 18.25	Low Growth	Low Wage	Yes		
413021	Insurance Sales Agents	230	1	45	183	5.13	1.26	0.07	\$ 25.13	Low Growth	High Wage	Yes		
131199	Business Operations Specialists, All Other	180	63	47	319	5.17	0.76	2.18	\$ 31.28	High Growth	High Wage	Yes		
111021	General & Operations Managers	481	15	94	179	5.28	2.77	0.14	\$ 53.43	Low Growth	High Wage	Yes		
319091	Dental Assistants	168	22	22	102	8.64	1.86	3.36	\$ 14.89	High Growth	Low Wage	Yes		
274012	Broadcast Technicians	42	2	5	46	8.80	0.96	2.01	\$ 22.16	High Growth	High Wage	Yes		
151081	Network Systems & Data Communications Analysts	99	32	11	164	11.91	0.80	4.28	\$ 36.03	High Growth	High Wage	Yes		
292021	Dental Hygienists	25	17	3	60	14.00	0.70	3.72	\$ 27.23	High Growth	High Wage	Yes		
		40,180	2,949	10,988	13,702	5.36	2.82	1.97		High Growth	Low Wage			

Supply / Demand Matrix
2010-2011 Watch List

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2009/2010	Number of Jobs in EFM 7/1/09-6/30/10	Annual Openings Base on LMI Data 2009-2017	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2009 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
194021	Biological Technicians	23	3	28	5	0.93	5.20	0.58	\$ 18.94	Low Growth	High Wage	Yes		
292034	Radiologic Technologists & Technicians	88	30	115	32	1.03	3.69	0.59	\$ 25.86	Low Growth	High Wage	Yes		
132051	Financial Analysts	182	0	100	26	1.82	7.00	1.58	\$ 34.03	Low Growth	High Wage	Yes		
499021	Heating, AC & Refrigeration Mechanics & Installers	254	118	202	74	1.84	5.03	1.45	\$ 21.42	Low Growth	High Wage	Yes		
113031	Financial Managers	395	1	152	70	2.61	5.66	0.97	\$ 59.29	Low Growth	High Wage	Yes		
112022	Sales Managers	773	2	277	83	2.80	9.34	0.95	\$ 61.61	Low Growth	High Wage	Yes		
151021	Computer Programmers	137	25	56	57	2.89	2.84	-0.46	\$ 34.26	Low Growth	High Wage	Yes		
436011	Executive Secretaries & Administrative Assistants	1,290	78	462	436	2.96	3.14	1.37	\$ 20.67	Low Growth	High Wage	Yes		
112021	Marketing Managers	338	10	102	27	3.41	12.89	1.31	\$ 55.93	Low Growth	High Wage	Yes		
434051	Customer Service Representative	5,229	115	1,528	769	3.50	6.95	1.92	\$ 14.64	Low Growth	Low Wage	Yes		
351011	Chefs & Head Cooks	321	2	86	29	3.76	11.14	1.15	\$ 25.42	Low Growth	High Wage	Yes		
132072	Loan Officers	219	0	53	46	4.13	4.76	-0.59	\$ 29.49	Low Growth	High Wage	Yes		
292012	Medical & Clinical Laboratory Technicians	72	7	19	14	4.16	5.64	0.87	\$ 19.16	Low Growth	High Wage	Yes		
113021	Computer & Information Systems Managers	219	40	61	26	4.25	9.96	1.36	\$ 59.13	Low Growth	High Wage	Yes		
272012	Producers & Directors	248	3	55	60	4.56	4.18	1.35	\$ 28.82	Low Growth	High Wage	Yes		
292071	Medical Records & Health Information Technicians	223	56	60	45	4.65	6.20	1.68	\$ 16.30	Low Growth	Low Wage	Yes		
119051	Food Service Managers	312	9	67	67	4.79	4.79	1.04	\$ 27.52	Low Growth	High Wage	Yes		
533032	Truck Drivers, Heavy & Tractor-Trailer	1,144	310	286	259	5.08	5.61	0.88	\$ 17.36	Low Growth	Low Wage	Yes		
292081	Opticians, Dispensing	24	2	4	32	6.50	0.81	0.90	\$ 15.94	Low Growth	Low Wage	Yes		
292061	Licensed Practical & Licensed Vocational Nurses	179	314	72	193	6.85	2.55	1.82	\$ 20.04	Low Growth	High Wage	Yes		
291126	Respiratory Therapists	6	12	2	28	9.00	0.64	1.20	\$ 25.34	Low Growth	High Wage	Yes		
151071	Network & Computer Systems Administrators	237	254	51	101	9.63	4.86	2.42	\$ 37.75	High Growth	High Wage	Yes		
319092	Medical Assistants	798	219	92	207	11.05	4.91	3.14	\$ 13.92	High Growth	Low Wage	Yes		

**Supply / Demand Matrix
2010-2011 Watch List**

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2009/2010	Number of Jobs in EFM 7/1/09-6/30/10	Annual Openings Base on LMI Data 2009-2017	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2009 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
472073	Operating Engineers/Construction Equipment Operators	145	20	13	59	12.69	2.80	1.55	\$ 20.95	Low Growth	High Wage	Yes		
419022	Real Estate Sales Agents	256	3	16	122	16.19	2.12	0.08	\$ 21.78	Low Growth	High Wage	Yes		
119021	Construction Managers	647	4	37	141	17.59	4.62	2.11	\$ 49.82	High Growth	High Wage	Yes		
173022	Civil Engineering Technicians	19	4	1	12	23.00	1.92	1.84	\$ 24.90	Low Growth	High Wage	Yes		
333012	Correctional Officers & Jailers	211	3	9	144	23.78	1.49	1.53	\$ 23.35	Low Growth	High Wage	Yes		
271025	Interior Designers	106	3	3	56	36.33	1.95	1.64	\$ 24.15	Low Growth	High Wage	Yes		
		40,180	2,949	10,988	13,702	5.36	2.82	1.97		High Growth	Low Wage			

Supply / Demand Matrix
2010-2011 Moratorium List

Standard Occupational Code	Occupational Title	Number of Persons in EF with Qualifications	Number of Persons in Training based on 2009/2010	Number of Jobs in EFM 7/1/09-6/30/10	Annual Openings Base on LMI Data 2009-2017	Demand/Supply Rate (Short-Term)	Demand/Supply Rate (Long-Term)	Annual Growth Percentage Change	2009 Average Hourly Wage	Quadrant Category		Approved Local Training Program Yes/No		
										Growth Category	Wage Category	Yes	No	Unknown
113011	Administrative Service Managers	2,775	17	63	52	44.32	53.69	1.50	\$ 51.53	Low Growth	High Wage	Yes		
119141	Property, Real Estate & Community Association Managers	213	1	39	64	5.49	3.34	0.71	\$ 26.60	Low Growth	High Wage	Yes		
132011	Accountants & Auditors	1,733	13	189	447	9.24	3.91	1.59	\$ 31.09	Low Growth	High Wage	Yes		
151041	Computer Support Specialists	538	229	123	160	6.24	4.79	1.41	\$ 20.72	Low Growth	High Wage	Yes		
173011	Architectural & Civil Drafters	332	14	8	56	43.25	6.18	1.29	\$ 22.76	Low Growth	High Wage	Yes		
271024	Graphic Designers	243	14	25	87	10.28	2.95	0.29	\$ 19.60	Low Growth	High Wage	Yes		
274031	Camera Operators, Television, Video & Motion Picture	39	3	6	11	7.00	3.82	1.56	\$ 16.48	Low Growth	Low Wage	Yes		
292032	Diagnostic Medical Sonographers	24	20	6	15	7.33	2.93	0.92	\$ 28.29	Low Growth	High Wage	Yes		
292041	Emergency Medical Technicians & Paramedics	43	21	1	12	64.00	5.33	0.08	\$ 14.69	Low Growth	Low Wage	Yes		
319094	Medical Transcriptionists	45	3	5	8	9.60	6.00	0.69	\$ 16.33	Low Growth	Low Wage	Yes		
419021	Real Estate Brokers	134	0	5	44	26.80	3.05	0.98	\$ 40.71	Low Growth	High Wage	Yes		
436012	Legal Secretaries	364	3	32	129	11.47	2.84	1.55	\$ 20.31	Low Growth	High Wage	Yes		
436013	Medical Secretaries	334	44	42	107	9.00	3.53	1.57	\$ 13.35	Low Growth	Low Wage	Yes		
472031	Carpenters	1,417	1	75	184	18.91	7.71	1.43	\$ 16.84	Low Growth	Low Wage	Yes		
472111	Electricians	1,149	23	28	141	41.86	8.31	1.49	\$ 19.96	Low Growth	High Wage	Yes		
472152	Plumbers, Pipefitters & Steamfitters	495	5	64	83	7.81	6.02	1.46	\$ 20.52	Low Growth	High Wage	Yes		
492091	Avionics Technicians	109	7	6	3	19.33	38.67	0.04	\$ 22.37	Low Growth	High Wage	Yes		
493011	Aircraft Mechanics & Service Technicians	206	18	25	21	8.96	10.67	-0.10	\$ 21.62	Low Growth	High Wage	Yes		
493023	Automotive Service Technicians & Mechanics	455	135	51	168	11.57	3.51	1.32	\$ 17.86	Low Growth	Low Wage	Yes		
499031	Home Appliance Repairers	45	1	5	13	9.20	3.54	-0.34	\$ 18.22	Low Growth	Low Wage	Yes		
512011	Aircraft Structures, Surfaces & Systems Assemblers	44	0	8	12	5.50	3.67	1.69	\$ 18.32	Low Growth	Low Wage	Yes		
514121	Welders, Cutters, Solderers & Brazers	355	2	35	43	10.20	8.30	0.63	\$ 17.09	Low Growth	Low Wage	Yes		
		40,180	2,949	10,988	13,702	5.36	2.82	1.97		High Growth	Low Wage			