



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Thursday, August 19, 2010

9:30 A.M.

Doubletree Miami Mart/Airport Hotel and Exhibition Center
711 NW 72nd Avenue
Salons E & F
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval Meeting Minutes
 - A. June 17, 2010
 - B. June 28, 2010
3. Chairman's Report
4. Executive Director's Report
5. Executive Committee
 - A. Approval of Strategic Goals set at the SFWIB Retreat
6. Finance Committee
 - A. Finance Reports
 1. June 2010 Financial Report
 2. June 2010 ARRA Financial Report
 - B. Approval to Accept PY 2010 ARRA WIA Digital Access Initiative Funds
 - C. Approval to Allocate Refugee Program Funds for OJT Services
 - D. Approval of the Selection of an External Independent Audit Firm
7. Youth Council
 - A. Approval of a WIA Waiver Request

8. Economic Development and Industry Sector Committee
 - A. Information – Digital Literacy Business and Workforce Survey Results for Miami-Dade and Monroe Counties
 - B. Information – SFWIB Occupational Supply/Demand Matrix Update
 - C. Information – ITA Performance Report
9. Workforce Systems Improvement Committee
 - A. Discussion – Balanced Scorecard Update

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

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2.A

SFWIB Meeting

August 19, 2010

Minutes of SFWIB Meeting June 17, 2010

South Florida Workforce Investment Board Meeting
 June 17, 2010, 9:30A.M.
 Doubletree Miami Mart/Airport Hotel and Exhibition Center
 711 NW 72nd Avenue, Salons E & F
 Miami, Florida 33126

SFWIB MEMBERS IN ATTENDANCE	SFWIB Members Not in Attendance	SFW Staff
<ol style="list-style-type: none"> 1. West, Alvin, <i>Vice-Chairperson</i> 2. Brown, Clarence 3. DuBois, Victoria (non-voting) 4. Fils-Aime, Sr., Daniel 5. Huston, Albert, Jr. 6. Jennings, Donna 7. Jordan, Barbara 8. Manrique, Carlos 9. Marinelli, Frederick 10. Perez, Andre 11. Piedra, Obdulio 12. Regueiro, Maria C. 13. Roth, Thomas 14. Russo, Monica 15. Scott, Kenneth 16. Talbert, Gregg 17. Wiedman, Holly 18. Zewadski-Bricker, Edith 	<ol style="list-style-type: none"> 19. Adrover, Bernardo, <i>Chairperson</i> 20. Acosta, Jose 21. Arboleda, Carlos J. 22. Brecheisen, Bruce 23. Bridges, Jeff 24. Brown, Willie J. 25. Carpenter, Willie 26. Chi, Joe 27. Corradino, Joseph 28. Datorre, Roberto 29. Diggs, Bill 30. Ferradaz, Gilda 31. Gaber, Cynthia 32. Gibson, Charles A. 33. Giles, Regina 34. Harder, Jackie 35. Inguanzo, Ramiro 36. Ludwig, Phillip N. 37. Manning, Anne 38. Roberts, Alvin 39. Rodriguez, Pedro 40. Socorro, Ivonne <p>Assistant Miami-Dade County Attorney Tell, Peter S.</p>	<p>Beasley, Rick Edwards, Phillip Hernandez, Juan Jean-Baptiste, Antoinette Kavehersi, Cheri Morgan, Myria Quinones, Dulce Smith, Marian</p> <p>Teleconference Attendees: Ketterman, Max McNeely, John</p>

Other Attendees

<p>Alexis, Carl - <i>Youth Co-op, Inc.</i> Alvarez, Alex – <i>Take Stock in Children</i> Barreiro, Eddie - <i>Miami-Dade County Public Schools (M-DCPS)</i> Bonwitt, Gil – <i>New Horizons</i> Cela, Jose - <i>SER</i> Cepedes, Margarita - <i>UNIDAD</i> Cruz, Teresa - <i>Youth Co-op, Inc.</i> Cushon, Norm – <i>Arbor</i> Farinas, Irene - <i>Adult Mankind Org. (AMO)</i> Garcia, Isabel – <i>City of Hialeah</i> Girnun, Arnie – <i>New Horizons</i> Gavia Lopez, Beatriz – <i>SER NMB</i> Guascon, Shelley Latus, Melissa - <i>Miami-Dade County Public Schools (M-DCPS)</i> Lopez, Omar - <i>Gulf Coast Community Care (GCCC)</i></p>	<p>Marino, Nayibe – <i>American Advanced Technicians Institute (AATI)</i> Mitchell, Carlene - <i>Miami-Dade County Public Schools (M-DCPS)</i> Morales, Maria – <i>Arbor, Inc</i> Marti, Sergio – <i>Miami-Dade County Public Schools (M-DCPS)</i> Menendez, Mirizza - <i>UNIDAD</i> Milian, Delia - <i>COH</i> Oller, Virama - <i>Transition, Inc</i> Perez, Alfonso, <i>Rasco Klock</i> Perez, Julio - <i>Transition, Inc.</i> Pichardo, Jorge - <i>Youth Co-op, Inc.</i> Ragin, Andre – <i>Miami-Dade Commissioner Jordan’s Office</i> Ramirez, Maggie – <i>City of Hialeah</i> Rodriguez, Maria - <i>Youth Co-op, Inc.</i> Rodriguez, Nancy - <i>Sullivan and Cogliano</i> Sanchez, Ophelia – <i>Management Resources Institute</i></p>	<p>Santiago, Iraido - <i>TCI</i> Saruter, Lamar – <i>Hialeah Downtown</i> Shirley, Rhoda O - <i>Miami-Dade County Public Schools (M-DCPS)</i> Someillan, Ana – <i>Adult Mankind Org. (AMO)</i> Snipes, Mary - <i>Miami-Dade County Public Schools (M-DCPS)</i> Townsend, Alice – <i>Transition, Inc.</i> Vargas, Adriana - <i>HACMB</i> Zeno, Miriam – <i>SER Jobs</i></p>
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Agenda items are displayed in the order in which they were discussed.

1. Call to Order and Introductions

SFWIB Vice-Chairman Mr. Alvin West called the meeting to order at 9:35am, thanked all those present and asked the members to introduce themselves. Mr. West also noted that there are several items on the agenda that will be deferred to the next scheduled Board meeting due to the lack of 2/3 vote and a quorum has not been achieved yet. Mr. Beasley, Executive Director and Mr. Tell, Assistant Miami-Dade County Attorney went over the items that will be deferred which are:

- 9A -City of Hialeah’s Contract
- 6D – Contract Renewal for Take Stock in Children
 - Contract Renewal for Public Safety Academy

4. Executive Director’s Report

SFWIB Executive Director Rick Beasley presented the report and each member received a copy. The report contained information regarding: the federal appropriations; federal job bill; federal unemployment statistics; the State food, beverage, entertainment and recreation activities policy pursuant to 2010 Appropriation Act Proviso and Implementing Language; the State Microsoft Elevate Miami Program; and local SFW/Monstor.com Power Seeker Workshops Update.

[Commissioner Barbara Jordan Arrived]

[Ms. Regueiro Arrived]

Before proceeding to the next item, Mr. West asked members that recently arrived to introduce themselves. He also confirmed that a quorum has been achieved.

2. Approval of SFWIB Meeting Minutes of April 15, 2010

Commissioner Barbara Jordan moved the approval of the minutes and motion was seconded by Ms. Russo; Motion Passed

6. Finance Committee

6. A 1 April 2010 Financial Report

Mr. Piedra presented the items, but first mentioned that the Finance Committee met this morning, however, there was no quorum. Mr. Beasley also presented the items and mentioned the following:

- Revenue - AWI Pass Thru decreased by \$400 in TAA.
- Expenses— Training and Support Services reflect an increase of \$68,000 in additional TAA allocations as a result of additional funds.
- Refugee Services is under projection; 40.39% vs. 83%
- Other programs and contracts are under projection; 23.93% vs. 83%

Mr. Manrique asked about the -21% in Career Center Services. Mr. Beasley explained that the -21% is the variance which means that 61% of the dollars have been spent. Mr. Manrique further asked, "If they should be at 82% why are they at 61%?" Mr. Beasley responded that the information is provided throughout the year and always a month behind. Billing and submission of invoices also plays a key part of it and the final numbers aren't provided until the closeout period. Additionally, 90 - 95% is usually the percentage spent throughout the year.

Mr. Manrique also inquired about the remaining dollars. He asked if they will carry over to the following year. Mr. Beasley responded that majority of the funds can be carried over for two years. He further asked if there's a portion that might not be rolled over. Mr. Beasley's responded that it depends on what funding stream it is.

6. A 2. April 2010 ARRA Financial Report

Mr. Beasley discussed the item and mentioned the following:

- \$22 million has been allocated
- \$12 million has been spent
- Youth Services spent an estimated of 56%
- Adult Programs spent an estimated of 59%
- Facility Cost spent an estimated of 59%
- Headquarters spent an estimated of 77%

Mr. Manrique asked does this budget run within the same program year. Mr. Beasley's response was no, the funds were received in April 2010 and it will end June 2011.

Mr. Piedra noted that in previous meetings there have been discussions regarding two reconciliations, in which one of them was set by the previous Board that needed to be closed out. The funds have been transferred to the general funds account and closed.

Mr. Manrique asked which bank has it been transferred to. Mr. Piedra responded Wachovia which is the same bank.

They proceeded to Item 6D

6. D. Approval of SFWIB Fiscal Year 2010 to 2011 Budget and Allocations

Mr. Beasley presented the item.

Mr. Talbert inquired about the 20% decrease in healthcare insurance. Mr. Beasley responded that all County employees and some employees through their bargaining unit are required to receive a 5% cut from their salary or a 5% increase in their healthcare insurance. Healthcare was chosen and for this reason, there's a 20% decrease.

Mr. Manrique inquired about the 25% headquarter cost. Mr. Beasley responded that everything that can be carried over to the next year will be done.

Mr. Roth inquired about the increase in office rental cost since 2008. Mr. Beasley responded that it was mainly due to the Common Area Maintenance (CAM) and due to the change in building management. Mr. Roth further asked when the least is scheduled to expire. Mr. Beasley said in 3 years.

Mr. Manrique asked since SFW subleases its space, does it decreases the cost of the lease.

Mr. Beasley responded, yes, in some cases, it would decrease the cost. Mr. Manrique further asked, "Do you know how much space we have left to sublease?" Mr. Beasley said that he does not have the cost at the present time, but will provide him with that information at a later date.

Commissioner Jordan noted that the County is in the process of identifying various departments that will move to the second building currently being built at Overtown Transit located in the downtown Miami and she has recommended SFW department based on the current office rental issue.

Commissioner Barbara Jordan moved the approval of 2010 to 2011 Budget and Allocations. Motion was seconded by Mr. Piedra.

Mr. Roth inquired about the decrease in Region 23 budget allocation. Mr. Beasley responded that there has been an increase in new money compared to last year and it all depends on the funding stream.

[Mr. Marinelli left the room]

Mr. West mentioned we will take one more question before proceeding with a vote. He called Mr. Talbert who had a question.

Mr. Talbert inquired about Monroe County's liability percentage. He asked has the percentage decreased. Mr. Beasley responded that there hasn't been any change to the percentage.

Mr. Manrique attempted to ask a question, but Mr. West reiterated that the Board will proceed with voting.

Mr. Manrique said he will step out since he cannot ask a question.

[Mr. Manrique left the room and therefore a quorum was lost]

Dr. Jennings inquired about members being required to step out for this item due to potential conflict. Mr. Tell and Mr. Beasley responded that no one is required to leave the room.

Head count was done verifying 18 members currently in the room; no quorum achieved.

Mr. West further asked is there is a deadline to approve this item. Mr. Beasley responded "yes" the budget needs to be approved in order to move forward for June as the program year begins July 1st.

[Mr. Marinelli came back into the room]

Commissioner Jordan made a motion to bifurcate the allocations that specifically impact the Board members and vote on the remainder.

Mr. Tell agreed that it can be done and he noted that members do not have to leave the room.

Dr. Jennings wanted to confirm by reiterating the procedure regarding board members having to leave the room. Mr. Tell confirmed.

Mr. West also noted that for a contract, the Board needs 2/3 vote, but for this item, a quorum is simply needed.

[Mr. Manrique came back into the room]

Mr. Manrique mentioned that he left twice only because he attempted to ask a question concerning the issue of him having a conflict. He went on to say, "Had I been given the opportunity to ask that question, I would not have left." He asked Mr. Tell about an item on the agenda that relates to Miami-Dade County Public Schools (M-DCPS).

Dr. Jennings mentioned that she also has the same concern regarding items related to Miami Dade College.

Mr. Marinelli inquired about the allocations that are in the budget. Mr. Beasley explained that the attachments have specific languages that deal with contracts. Therefore, the budget will be bifurcated; the attachments will be voted on at a later date, and the budget allocations will be voted on today.

Ms. Bricker moved approval of the budget allocations and it was seconded by Commissioner Jordan.

Mr. Manrique asked, "So we are in essence approving a budget that could be amended during the contractual period with the actual provider." "Is that correct sir?"

Mr. Tell and Mr. Beasley responded that they did not understand his question, however, Mr. West responded to Mr. Manrique saying yes, we are approving the budget, but without the contractual parts as we need 2/3 vote, which we currently don't have.

Mr. Manrique responded, "Mr. Chair I'm sorry sir and I know that it's difficult for somebody to chair that does not have a lot of insight into that, but what I'm reading here is that there're actual allocations to each of the one stop centers and I'd like to know how we got to those allocations cause this is the...listen what we do out of this board today is the most important day which is the budget that runs for a year and I want to know why are they getting these types of dollars...they probably deserve it, I'm not denying it at all but I think we at least need an explanation. " And if they are going to get those dollars because the concerns that I hear is that sometimes we approve monies that either they don't get or it's not part of the contract and I just want to be clear on exactly how much money they're going to be getting if that's what we're voting on sir...It's just a simple question."

Commissioner Jordan clarified through the chair that the Board is voting on just the general budget that includes the allocations.

Ms. Bricker moved the amendment to approve the budget allocations including attachments 1 & 5. Commissioner Jordan seconded; **Motion Approved**

6. C. Approval to Issue a Request for Qualifications for External Auditing Services

Mr. Piedra presented the item.

Mr. Marinelli inquired about the next step for the RFQ process. Mr. Beasley responded that the next step is for the Finance Committee to conduct an evaluation.

Mr. Manrique asked about the consecutive rule and Mr. Beasley explained to the Board that per State law, SFWIB is not allowed to hire the same auditing firm for more than five consecutive years, but he mentioned that the current agreement is for 2 years. Mr. Manrique then requested that the agreement be less than two years and went on to request an amendment for a maximum of 2 years. Mr. Tell suggested that he doesn't recommend this amendment.

Mr. Obdulio Piedra moved the approval to issue a request for qualifications for external auditing services. It was seconded by Mr. Fred Marinelli; **Motion Passed**

6. B. Approval to Accept PY 2009 to 2010 Reemployment and Eligibility Assessment Funds

Mr. Piedra presented the item.

Commissioner Barbara Jordan moved the approval to accept PY 2009 to 2010 reemployment and eligibility assessment funds. It was seconded by Mr. Fredrick Marinelli; **Motion Passed**

7. Youth Council

7. A. Approval to Renew Contracts of Existing Youth Service Providers

Mr. Tell stated that 2/3 vote is only required for Hialeah's contract. Therefore, the item will be moved to the next scheduled Board meeting.

Mr. Marinelli disagreed with Mr. Tell's statement and the fact that he is unable to participate.

Mr. West explained that the Board has to abide by the regulations.

Mr. Tell reiterated that the contracts for service provider #s 1, 3, 4, 5, & 6 can be voted on today and Mr. Marinelli does not have to leave the room. However, the renewal for City of Hialeah has to be moved to a later date.

Mr. Huston suggested reading into the record the contracts that can be voted on today and bifurcate City of Hialeah's contract.

Mr. Marinelli still disagreed and mentioned if the Board is planning to proceed this way, he will turn in his resignation letter today as he feels that the City/County representatives that are Board members are wasting their time.

Commissioner Barbara Jordan agreed with Mr. Marinelli's comment regarding the governmental entity's aspect of the vote and asked Mr. Tell if the regulations that the Board has to abide by are State statutes or Bylaws.

Mr. Tell stated that the 2/3 vote requirement applies to any service provider that provide service to the SFWIB; however the inter-local agreement prohibits us from having private service providers sitting on our Board. The State statute says that if you have anybody that is providing services you have to have 2/3 vote of the entire Board. Since we don't have 2/3 vote today, we cannot approve #2 (City of Hialeah's contract).

Dr. Jennings asked does the non voting member count towards quorum. Mr. Tell responded no. She later mentioned that we haven't achieved a quorum.

Mr. Marinelli also commented that nothing has been approved since we didn't have a quorum from the beginning.

Quorum status was verified and the Chair confirmed that a quorum was achieved.

Ms. Edith Zewadski-Bricker moved the approval to renew existing youth service providers excluding #2 City of Hialeah. It was seconded by Mr. Clarence Brown; **Motion Passed**

Mr. Beasley noted for the record the correct service provider name for #1 'Achieve Through Education, Inc.' should be corrected and replace with 'Adult Mankind Organization, Inc. (AMO).'

8. Economic Development and Industry Sector Committee

8. A. Approval of a SFWIB Standardized Refund Policy

Mr. Manrique mentioned to the Chair that there's no purpose in proceeding with this item since four members have to leave the room and therefore a quorum would be lost.

Mr. West agreed and said the remaining items will be deferred to a later date.

Mr. Beasley mentioned that we have one last item.

Ms. Regueiro suggested that the Board discuss the item with the Florida Department of Education adult continuing education subject matter experts (Max Ketterman & John Mc Neely) that have joined the meeting via teleconference.

Mr. Beasley asked the subject matter experts if they foresee any problems with the way the policy is written.

Both Mr. Ketterman and McNeely provided their feedbacks and agreed with the way the policy is written.

9. Workforce Systems Improvement Committee

9. A. Approval to Renew Existing Workforce Services Provider Contracts

Mr. Fils-Aime presented the item and mentioned that the Committee recommended Option #2 to the Board for approval which states the following:

- **Option #2** - Renew all Workforce Services contracts and those who did not meet at least 50% of the PY'09-10' Balance Scorecard Performance Measures must meet at least 50% of the PY'10-11' first quarter Balanced Scorecard Performance Measures or face contract termination.

Mr. Tell noted this would exclude City of Hialeah.

Mr. Marinelli disagreed and mentioned that it will be very difficult to get 2/3 of the Board members present to vote on these items. He also mentioned that every governmental entity will experience this problem when trying to approve their items and suggested the regulations be amended.

Mr. West agreed and asked the Attorney and staff to review the regulation to see if there are changes that can be made by the state.

Mr. Tell mentioned that he cannot redo a State statute.

Mr. Daniel Fils-Aime moved the approval to renew existing workforce service provider contracts including option # 2 and excluding City of Hialeah. It was seconded by Commissioner Barbara Jordan; Motion Passed

With regards to Mr. Marinelli's request and after further discussion, Mr. West suggested (Option 1) working with the County Attorney's office on a resolution to be proposed to both Miami-Dade County and Monroe County Mayors expressing the request for teleconference meeting with limitations.

Commissioner Barbara Jordan suggested a second option (Option 2) to send a letter requesting an opinion from the Attorney General to wave governmental entities' requirements.

Mr. Beasley agreed and reiterated both suggestions stated by Mr. West and Commissioner Barbara Jordan and further mentioned that both will be submitted at the same time and which ever gets approved first, the Board will proceed with following the new action.

Commissioner Barbara Jordan moved the approval of option #s 1 & 2 suggested by her and Mr. Alvin West. It was seconded by Mr. Andy Perez; **Motion Passed**

The Board agreed to hold a special meeting within the next few weeks to discuss and approve the five items that require a 2/3 vote in this agenda. If a quorum is not achieved at the special meeting, then Mr. Marinelli will work with Mr. Beasley to find a solution for City of Hialeah. Staff will send a notice to the Board requesting their availability.

Meeting adjourned at 11:35am



2.B

SFWIB Emergency Meeting

August 19, 2010

Minutes of SFWIB Meeting June 28, 2010

South Florida Workforce Investment Board Meeting
 June 28, 2010, 2:45P.M.
 Doubletree Miami Mart/Airport Hotel and Exhibition Center
 711 NW 72nd Avenue, Salons E & F
 Miami, Florida 33126

SFWIB MEMBERS IN ATTENDANCE	SFWIB Members Not in Attendance	SFW Staff
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Other Attendees

<p>Anzelloth, Gianni – <i>Fortis College</i> Cooper, Jaime – <i>New Herizons</i> Dean, Sharrie R. <i>Miami-Dade County Public Schools (M-DCPS)</i> Garcia, Isabel – <i>City of Hialeah</i> Girnun, Arnie – <i>New Horizons</i> Gornto, Bobby - <i>Miami-Dade County Public Schools (M-DCPS)</i> Mitchell, Carlene - <i>Miami-Dade County Public Schools (M-DCPS)</i> Menendez, Mirizza - <i>UNIDAD</i> Ragin, Andre – <i>Miami-Dade Commissioner Jordan’s Office</i></p>	<p>Ramirez, Maggie – <i>City of Hialeah</i> Rodriguez, Maria - <i>Youth Co-op, Inc.</i> Sanchez, Ophelia – <i>Management Resources Institute</i> Sanchez, Ramar – <i>City of Hialeah</i> Sante, Alicia - <i>Youth Co-op, Inc.</i> Santiago, Iraido – <i>Fortis College</i> Shirley, Rhoda O - <i>Miami-Dade County Public Schools (M-DCPS)</i> Silva, Marcie - <i>AATI</i></p>	<p>Snipes, Mary - <i>Miami-Dade County Public Schools (M-DCPS)</i></p>
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Agenda items are displayed in the order in which they were discussed.

1. Call to Order and Introductions

SFWIB Chairman Mr. Bernardo Adrover called the meeting to order at 2:52pm, thanked all those present and asked the members to introduce themselves. A quorum has been achieved.

2. Economic Development and Industry Sector Committee

2. A. Approval of SFWIB Standardized Refund Policy

Mr. Manrique asked the Chair and Mr. Tell if this conflicts with the School Board and any other providers. Mr. Tell responded that he cannot give him a direct answer; however, if he feels that he’s a conflict, then he should leave.

[Mr. Perez, Manrique and Donna Jennings left the room]

[Ms. Regueiro remained in the room but did not vote on this item]

Ms. Harder had some questions regarding item numbers B1, B2 and 3d on the second page of the policy. She suggested that B1 and B2 be changed from 5 days to 5 business days so that the amount of days remains consistent throughout the policy.

Mr. Beasley agreed and said it will be changed.

Mr. Roberto Datorre moved the approval of SFWIB Standardized Refund Policy. It was seconded by Ms. Jackie Harder with discussions:

Ms. Gomez responded to Ms. Harder’s concerns regarding the drop/add period in item number 3d. She said that after thorough research on the policies among the different schools, they found that it’s the best and consistent way. Additionally, Mr. Beasley and Mr. Ludwig also explained to Ms. Harder the steps prior to the drop/add period and the reasons for this decision. However, Ms. Harder didn’t agree with item 3d on page 2 and therefore withdrew her second.

[Al Huston arrived]

Mr. Roberto Datorre moved the approval of SFWIB Standardized Refund Policy. It was seconded by Mr. Phillip Ludwig; **Motion Passed.**

All members were in favor except for Jackie Harder who opposed.

[Mr. Perez returned]

3. Finance Committee

3. A. Approval to Extend ARRA Service Provider and Work Readiness Contracts

[Mr. Perez returned]

Ms. Jackie Harder moved the approval and motion was seconded by Mr. Roberto Datorre; **Motion Passed.**

All members were in favor with no opposition.

3. B. Approval of \$168,000 in Youth Funds to Support the Public Safety Services Academy for PY 2010-2011

Commissioner Barbara Jordan moved the approval and was seconded by Mr. Al West with further discussion requested by Ms. Jackie Harder:

Ms. Harder had concerns regarding students being waived from attending the extended departmental training. Mr. Beasley responded that the students will already forgo through the training due to the partnership with Miami-Dade Fire Department and Police.

Motion Passed.

All members were in favor with no opposition.

3. C. 3. D. Approval of the RN Nursing Scholarship Program

Ms. Jackie Harder moved the approval and motion was seconded by Mr. Roberto Datorre; **Motion Passed.**

All members were in favor with no opposition.

4. Youth Council

4. A. Approval to Renew Contracts of Existing Youth Services Providers

Mr. Marinelli clarified the conflict policy definition in section 112.312(2) and further stated that based on his City Attorney's opinion, he does not have a conflict. As such, he does not have to abstain from voting.

Mr. Gregg Talbert moved the approval and motion was seconded by Ms. Jackie Harder; **Motion Passed**

All members were in favor with no opposition.

5. Workforce Systems Improvement Committee

5. A. Approval to Renew Existing Workforce Services Provider Contracts

Mr. Daniel Fils-Aime moved the approval with option #2 and it was seconded by Mr. Roberto Datorre; **Motion Passed.**

All members were in favor with no opposition.

[Mr. Manrique and Donna Jennings returned]

Meeting adjourned at 3:12pm



3.

South Florida Workforce Investment Board

August 19, 2010

Chairman's Report

BACKGROUND

The Chair will provide a report.



4.

South Florida Workforce Investment Board

August 19, 2010

Executive Director's Report

BACKGROUND

The Executive Director will provide a report.



5.

South Florida Workforce Investment Board

August 19, 2010

**Approval of Strategic Goals set at the SFWIB
Retreat**

RECOMMENDATION

The Executive Committee recommends to the Board the approval of the strategic goals set at the SFWIB Retreat.

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 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.

The Executive Committee discussed this item at its August 3, 2010, meeting and is recommending the above seven goals for Board approval.

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

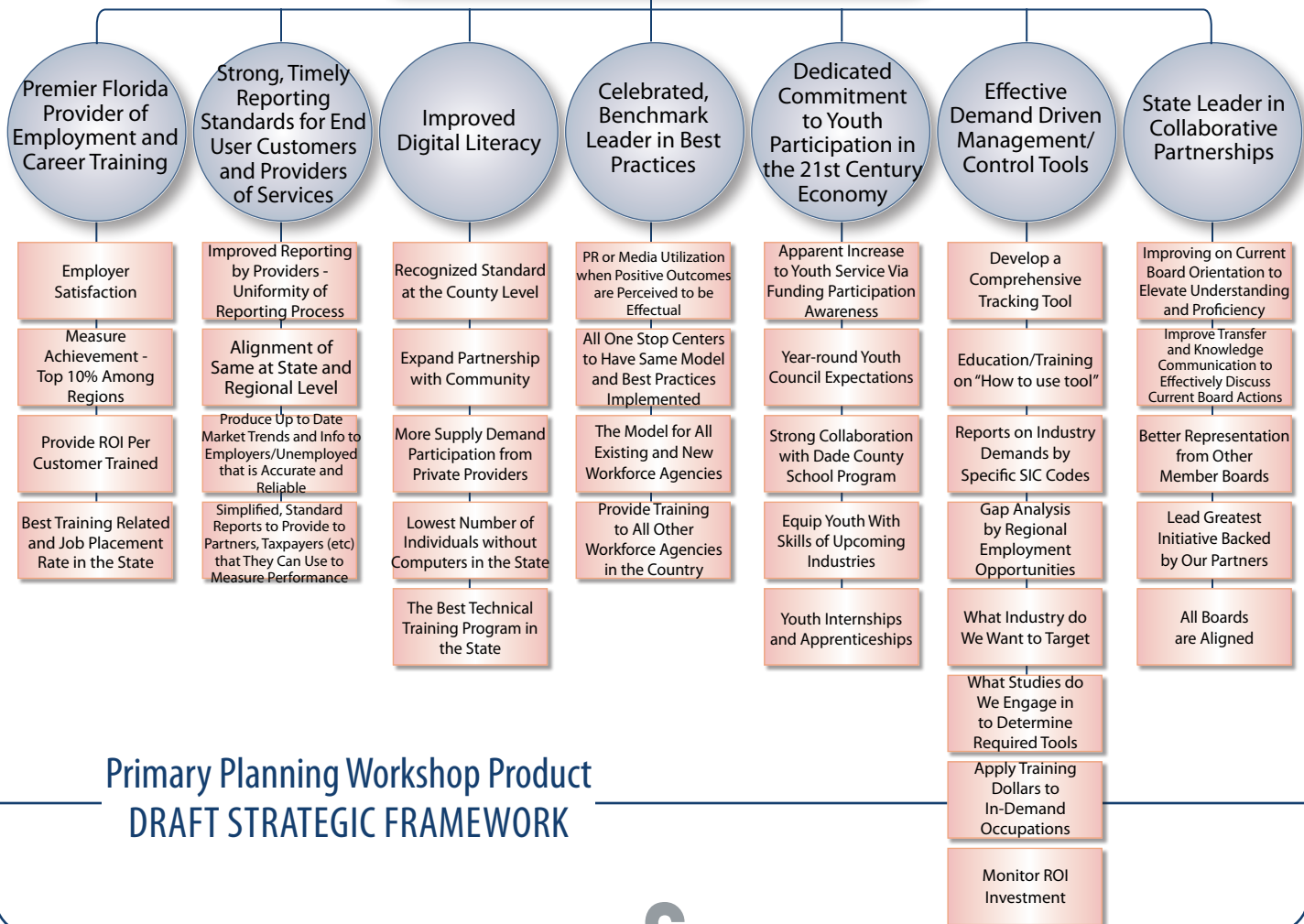
Round 1 of small group work produced at least 17 draft strategic goals. After a period of comparison and integration, they were narrowed to seven. The Board Team was faithful in their use of adjectives and followed up in later rounds by identifying potential achievements that would serve to advance to 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

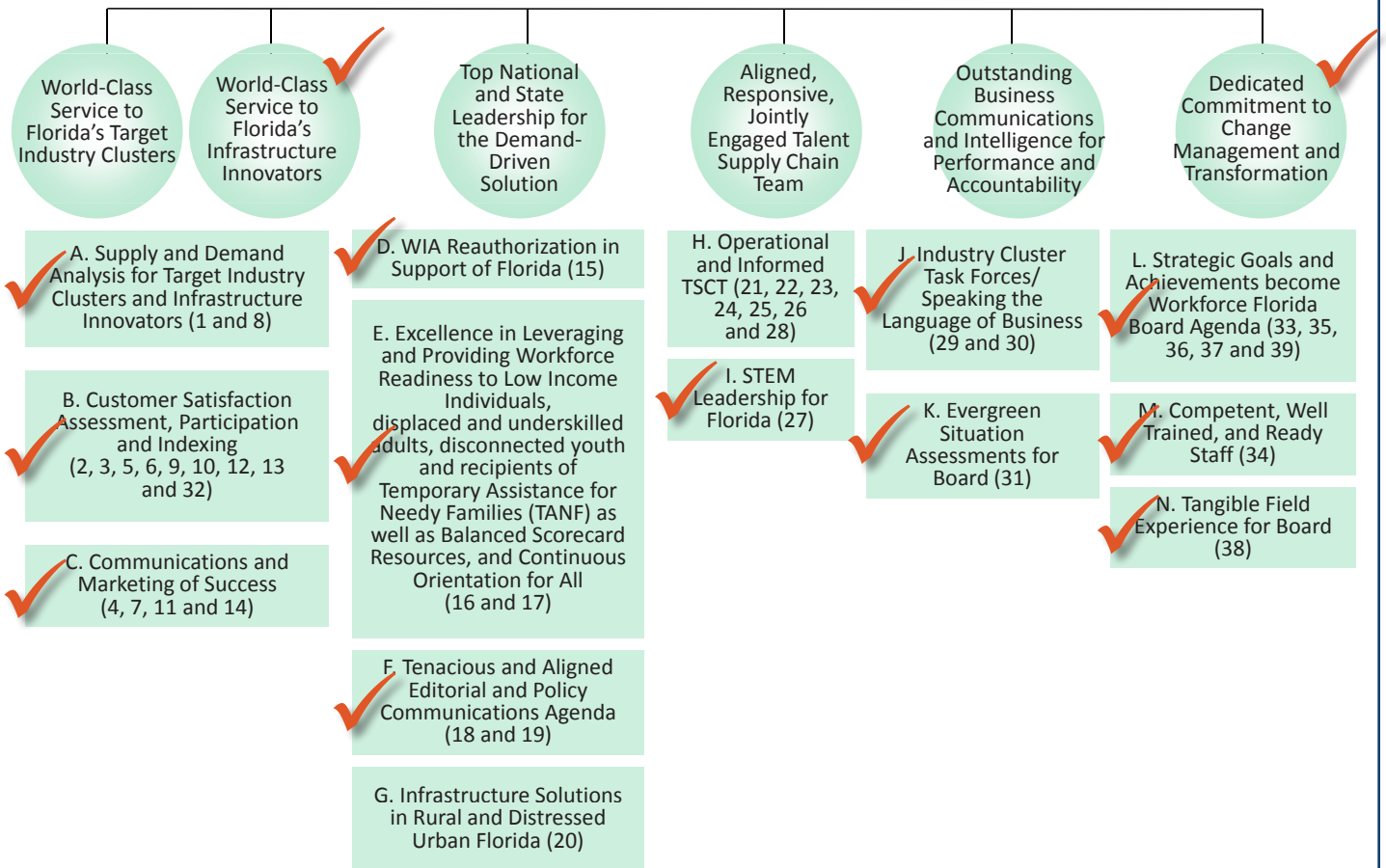
Fairfield Index recommends the next steps:

- 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



6.A.1

South Florida Workforce Investment Board

August 19, 2010

June 2010 Financial Report

BACKGROUND

The un-audited finance report for the month ending June 30, 2010, will be reviewed.

Attachments



6.A.2

South Florida Workforce Investment Board

August 19, 2010

April 2010 ARRA Financial Report

BACKGROUND

The un-audited ARRA financial report for the month ending June 30, 2010, will be reviewed.

Attachments



6.B

South Florida Workforce Investment Board

August 19, 2010

**Approval to Accept PY 2010 ARRA WIA
Digital Access Initiative Funds**

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to accept the Program Year (PY) 2010 ARRA WIA Digital Access Initiative Funds as set forth below.

BACKGROUND

The SFWIB submitted a proposal to Workforce Florida Inc's Technology Committee to expand Region 23's Digital Divide Initiative. Under the proposal, SFWIB will focus on improving digital literacy amongst hard to reach low-income residents.

On June 25, 2010, the Agency for Workforce Innovation (AWI) released a Notification of Fund Availability (NFA) to Regional Workforce Board # 23 for PY 2010 ARRA WIA Digital Access Initiative Funds in the amount of \$250,000.

The award will facilitate digital literacy training for WIA eligible adults, dislocated workers, youth, and low-income hard to reach residents. The award caps administrative costs at 5%.

The Finance Committee discussed this item at its August 19, 2010, meeting.



6.C

South Florida Workforce Investment Board

August 19, 2010

**Approval to Allocate Refugee Program Funds
for OJT Services**

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to allocate Refugee Program funds for On-the-Job Training Services as set forth below.

BACKGROUND

SFWIB has received two separate requests from current service providers to de-obligate \$35,000 (AMO \$18,000 and FEI \$27,000) in On-the-Job-Training (OJT) Services funds from the Refugee Employment Services Program. These funds are available for re-obligation to other service providers.

SFWIB has also received requests for additional OJT funds from the following service providers:

Community Coalition - \$10,000

Youth Co-op - \$22,000

Total	\$32,000
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The Finance Committee discussed this item at its August 19, 2010, meeting.



6.D

South Florida Workforce Investment Board

August 19, 2010

**Approval of the Selection of an External
Independent Audit Firm**

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to negotiate a contract for external independent auditing services with the successful offeror-firm.

BACKGROUND

On July 13, 2010, staff released a Request for Qualifications (RFQ) for External Independent Audit Services to the public. The RFQ solicited responses from experienced and capable Certified Public Accounting firms to provide a single audit of SFWIB in accord with the Federal Single Audit Act, Office of Management and Budget Circular A-133, Florida Single Audit Act, and AWI Final Guidance 05-019.

An Offerors Conference was held on July 21, 2010, giving the offerors an opportunity to voice questions about the RFQ. Following the Conference, staff posted the answers to those questions on the SFWIB website.

A total of seven proposals were submitted by the July 30, 2010, 4:00 p.m. deadline. However, staff disqualified one of the timely submissions as it did not contain the required Operational Documents.

The RFQ specifies that the evaluation process consist of both a technical and oral presentation review. A Technical Review Public Forum was held on August 9, 2010, during which the raters announced their scores per offeror. The technical evaluation scoring sheet is attached. Offerors who scored 80 points and higher have been invited to deliver an oral presentation before the Finance Committee at its August 19, 2010 meeting.

The average of the technical and oral presentation scores will determine the offerors' final score. In the absence of a conflict, the Finance Committee will select the offeror-firm with the highest final score and recommend that offeror to the Board for approval.

The Finance Committee discussed this item at its August 19, 2010, meeting.

Attachment

External Independent Audit Services

Requesting Firm	External Independent Audit Services															
	Organizational Experience and Capabilities (50 points)					Proposed Scope of Services (25 points)					Proposed Fees and Cost Effectiveness (25 points)					Final rating Score (Average Score of Raters)
	Raters					Raters					Raters					
	Jeff Bridges	Roberto Datorre	Odell Ford	Edith Zewadski-Bricker	Average Score Across Raters	Jeff Bridges	Roberto Datorre	Odell Ford	Edith Zewadski-Bricker	Average Score Across Raters	Jeff Bridges	Roberto Datorre	Odell Ford	Edith Zewadski-Bricker	Average Score Across Raters	
The NCT Group CPA's, LLP	47.00	29.00	50.00	50.00	44.00	17.00	17.00	21.00	24.00	19.75	19.00	17.00	20.00	17.00	18.25	
Sharpton, Brunson & Company, PA	48.00	46.00	50.00	48.00	48.00	25.00	25.00	24.00	25.00	24.75	22.00	20.00	25.00	19.00	21.50	94.25
Wipfli, LLP	37.00	28.00	40.00	43.00	37.00	20.00	22.00	17.00	22.00	20.25	13.00	12.00	10.00	14.00	12.25	69.50
McGladrey & Pullen, LLP	48.00	38.00	50.00	45.00	45.25	22.00	25.00	21.00	22.00	22.50	19.00	18.00	15.00	13.00	16.25	84.00
Verdeja & De Armas, LLP	28.00	35.00	42.50	37.00	35.63	14.00	21.00	20.00	19.00	18.50	20.00	15.00	20.00	19.00	18.50	72.63
Goldstein Schechter Koch, PA	43.00	27.00	40.00	35.00	36.25	21.00	16.00	25.00	17.00	19.75	25.00	22.00	20.00	23.00	22.50	78.50



7.A

South Florida Workforce Investment Board

August 19, 2010

Approval of a WIA Waiver Request

RECOMMENDATION

The Youth Council recommends to the Board the approval of a WIA Waiver Request for a summer stand-alone youth employment program.

BACKGROUND

Currently, the Workforce Investment Act (WIA) requires Local Boards to offer summer employment opportunities for youth as one of the ten required program elements listed in WIA section 129(c)(2) and section 664.420 of the Federal Register, Department of Labor, Employment and Training Administration, WIA Final Rules. The summer program is a part of the menu of services offered to youth year-round. Under WIA's predecessor (the Job Training Partnership Act), a stand-alone summer youth employment and training program was a separately funded activity. SFWIB's proposed waiver request is not intended to replace the year-round program; the request is for a summer stand-alone component to the year-round services requirement.

A stand-alone summer program is more beneficial to the needs of youth in Region 23, particularly older youth (ages 18-21). Focusing on a summer stand-alone program allows Region 23 to maximize the application of youth dollars to a greater number of participants, reducing idleness and recidivism during the summer months when the majority of youth are out of school. Moreover, a summer stand-alone program reduces staff costs, placing the emphasis on participant costs. Lastly, note that there is no explicit language in the WIA that precludes Local Boards from implementing a summer stand-alone program.

There are several disadvantages to offering a summer program as one element of youth year-round services. The most noticeable disadvantages are: less youth served because resources are expended year-round and increased staff costs due to year-round follow-up services.

Staff is recommending Board approval for Region 23 to submit a WIA Waiver Request to the State for a stand-alone summer youth employment program.

The Youth Council discussed this item at its August 19, 2010, meeting.



8.A

South Florida Workforce Investment Board

August 19, 2010

**Digital Literacy Business and Workforce Survey
Results for Miami-Dade and Monroe Counties**

Informational Item

BACKGROUND

SFWIB partnered with the Miami-Dade Broadband Coalition (MDBC) to sponsor a survey conducted by Florida International University's Metropolitan Center on the state of digital literacy in Miami-Dade and Monroe Counties. The survey's \$50,000 cost was approved by the SFWIB on June 18, 2009.

The intent of the survey is to assess the digital literacy challenges faced by Region 23's businesses and workforce. Accordingly, the survey examined digital literacy levels of employees and jobseekers at small, medium and large businesses, highlighting the disparities that exist between the digital skills of the workforce and the digital requirements of businesses.

Mr. James Osteen, Jr., the Executive Director of the MDBC, will deliver a PowerPoint presentation on the results of the digital literacy survey. Moreover, copies of the survey will be distributed to members of the Board.



8.B

South Florida Workforce Investment Board

August 19, 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.

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 July 2010, SFWIB staff updated the Supply/Demand Policy matrix to reflect current data. Under the updated matrix, 14 occupational titles are subject to the one-year Moratorium and 29 occupations are subject to the six-month watch list. Moreover, 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.

However, 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. Based on the Policy’s exemption provision, the following failing occupations will not be subject to the moratorium:

- Computer Support Specialists
- Diagnostic Medical Sonographers
- Emergency Medical Technicians and Paramedics
- Medical Transcriptionists
- Medical Secretaries
- Avionics Technicians
- Aircraft Mechanics & Service Technicians
- Aircraft Structures, Surfaces & Systems Assemblers

Attachment

**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			



8.C

South Florida Workforce Investment Board

August 19, 2010

ITA Performance Report

Discussion Item

BACKGROUND

The Workforce Investment Act (WIA) requires Local Workforce Boards to set certain performance standards for Training Vendors. The Federal Register's WIA Final Rules explain that a Training Vendor must deliver results and submit accurate information in order to retain its status as an eligible provider. If a Vendor's program fails to meet the Local Board's performance standards, it will be removed from the approved offerings list.

Under Region 23's Performance Requirements Policy, Training Vendors are required to satisfy a 70 percent placement (entered unsubsidized employment) rate and a 70 percent training-related placement (entered unsubsidized employment in an occupation related to the program completed) rate.

In late April 2010, SFWIB Office of Continuous Improvement (OCI) mailed letters to all approved Training Vendors requesting documentation showing compliance with the Performance Policy. OCI has recently completed its review of the documentation submitted by the Vendors. Based on the review, out of 242 approved programs, 36 will be removed. An ITA Performance Master Summary showcasing the results of the review is attached.

Attachment

Master Summary of ITA Performance Review for Program Years 06-07, 07-08 and 08-09

Training Provider	# of Completions as per SAMS	# of Placements submitted	Placement % of total completions	# of Training Related placements	Training related % of total placements	Relative Share of total completion	Relative Share of total placements
Advance Science Institute, Inc.	10	9	90.0%	1	11.1%	0.43%	0.46%
Advance Technical Centers	43	32	74.4%	17	53.1%	1.86%	1.63%
American Advanced Technicians Institute, Corp (AATI)	36	33	91.7%	26	78.8%	1.56%	1.68%
Broward Community College	7	7	100.0%	5	71.4%	0.30%	0.36%
City College	1	0	0.0%	0	0.0%	0.04%	0.00%
College of Business and Technology, Inc.	27	21	77.8%	9	42.9%	1.17%	1.07%
Compu - Med Vocational Careers, Corp	16	12	75.0%	4	33.3%	0.69%	0.61%
Dade Medical College, Inc.	3	2	66.7%	0	0.0%	0.13%	0.10%
National School of Technology, Inc. (Everest- North Miami)	6	4	66.7%	2	50.0%	0.26%	0.20%
National School of Technology, Inc. (Everest- Kendall)	18	14	77.8%	4	28.6%	0.78%	0.71%
National School of Technology, Inc. (Everest- Hialeah)	7	5	71.4%	2	40.0%	0.30%	0.25%
Fast Train II, Corp	46	39	84.8%	12	30.8%	1.99%	1.98%
Florida International University	21	20	95.2%	10	50.0%	0.91%	1.02%
Florida National College, Inc.	18	17	94.4%	4	23.5%	0.78%	0.86%
Hialeah Technology Center, Inc.	5	5	100.0%	3	60.0%	0.22%	0.25%
Key Power Driving School, Inc.	8	6	75.0%	4	66.7%	0.35%	0.31%
Management Resources, Inc.	206	171	83.0%	112	65.5%	8.93%	8.69%
Miami-Dade County Public Schools	399	358	89.7%	183	51.1%	17.29%	18.20%
Metropolitan Trucking and Technical Institute	137	117	85.4%	32	27.4%	5.94%	5.95%
Miami Dade College (MDC) - Wolfson Campus	303	275	90.8%	143	52.0%	13.13%	13.98%
GEB Computer Training, LTD (New Horizons)	41	30	73.2%	28	93.3%	1.78%	1.53%
New Professions Technical Institute, Inc.	70	54	77.1%	33	61.1%	3.03%	2.75%
Professional Training Centers, Inc.	6	6	100.0%	1	16.7%	0.26%	0.31%
SABER, Inc.	31	24	77.4%	9	37.5%	1.34%	1.22%
South Florida Institute of Technology, Inc.	3	3	100.0%	2	66.7%	0.13%	0.15%
Sullivan and Cogliano Training Centers, Inc.	389	333	85.6%	278	83.5%	16.85%	16.93%
Technical Career Institute, Inc.	77	62	80.5%	24	38.7%	3.34%	3.15%
The Academy of South Florida, Inc.	125	113	90.4%	48	42.5%	5.42%	5.74%
The CDL School, Inc.	239	189	79.1%	93	49.2%	10.36%	9.61%
Total International Career Center, Inc.	1	1	100.0%	1	100.0%	0.04%	0.05%
University of Miami (UM)	9	5	55.6%	1	20.0%	0.39%	0.25%
	2,308	1,967	85.2%	1,091	55.5%	100.0%	100.0%



9.A

South Florida Workforce Investment Board

August 19, 2010

Balanced Scorecard Update

Discussion Item

BACKGROUND

Region 23's Balanced Scorecard, which measures the performance of Service Partners, is attached for the members of the Committee to review. The Scorecard shows data for the period of July 1, 2009 through June 30, 2010.

Attachment

Regional Balanced Scorecard
Performance July 1, 2009 - June 30, 2010

Per Center		
70%		
	100% Standard	Region
1	Level of Services	85% 100%
2	Level of Services for Special Groups	80% 100%
3	Service Outcome Rate	
4	Core	20% 11%
5	Staff Assisted Core	14% 10%
6	Intensive	11% 7%
7	Training	61% 84%
8	Training Completions Rate	75% 92%
9	Training Related Placements	60% N/A
10	Employment After Services	24,416 21,901
11	Employment WIA	2,576 2,327
12	Prof. Placement 10% of Employment	2,168 841
13	Self-Sufficiency 25% of Employment	5,415 3,152
14	Job Orders Index	14,828 15,283
15	Job Orders Index 35% of \$13 and above	5,345 5,368
16	CAP Error Rate	3% N/A
17	WIA Error Rate	3% N/A

Regional / Per Center***		
30%		
	100% Standard	Region
18	Jobs Opening Filled Rate	62% 38%
19	WP Entered Employment Rate	28% 16%
20	WIA Adult EER	93% 97%
21	WIA Dislocated Worker EER	92% 97%
22	WIA Emp Worker Outcome	95% 93%
23	CAP Entered Employment Rate	38% 24%
24	CAP Participation Rate	52% 56%
25	CAP Two-Family Participation Rate	90% 61%
26	Short-Term Veterans EER	35% 15%
27	FSET EER	20% 12%

*** Regional / Per Center: Regional Performance is the gateway to the Per Center Performance